

**State of South Carolina Request for Contribution Distribution**

This form is designed to collect the information required by South Carolina in accordance with Proviso 117.21 of the appropriations act and Executive Order 2022-19. This form must be submitted to the state agency that is providing the contribution for the designated organization. The state agency providing the contribution should use this form to collect information from the designated organization. The information must be collected from the designated organization before the funds can be disbursed.

Contribution Information

Amount	State Agency Providing the Contribution	Purpose
\$113,652.64	H030 - Commission on Higher Education	Centers of Excellence in Teacher Leadership

Organization Information

Entity Name	Converse University
Address	580 E. Main Street
City/State/Zip	Spartanburg, SC 29302
Website	www.converse.edu
Tax ID#	57-0314380
Entity Type	Nonprofit Organization

Organization Contact Information

Contact Name	Kristin Lacey
Position/Title	Vice President, Operations and Chief Financial Officer
Telephone	864-596-9031
Email	kristin.lacey@converse.edu

Plan/Accounting of how these funds will be spent:

Description	Budget	Explanation
Key Personnel Salaries	\$15,000.00	Project Director, Co-Directors salaries
Support Personnel Salaries	\$9,000.00	GA, TA and Admin salaries
Fringe Benefits	\$8,147.44	Fringe benefits for key and some support personnel
Participant Costs	\$76,405.20	Tuition waivers; instructor, mentor and student stipends; mileage,
Supplies Costs	\$0.00	n/a
Equipment Costs	\$5,100.00	Zoom licenses for instruction
Additional Costs	\$0.00	n/a
Grand Total	\$113,652.64	

Please explain how these funds will be used to provide a public benefit:

This award meets the needs of school districts to develop qualified and certified administrators for their schools at a reduced rate. Further, this meets the needs of the school districts to provide free leadership training and graduate level course work for teaching certificate renewal purposes for teachers in their districts who wish to increase their leadership skills and opportunities without leaving the classroom. Both parts of the Converse Center of Excellence in Teacher Leadership strengthen participating school districts by providing in-service opportunities for continuous improvement and leadership development.

Organization Certifications

- 1) Organization hereby gives assurance that no person shall, upon the grounds of race, creed, color, or national origin, be excluded from participation in, be denied the benefit of, or be otherwise subjected to discrimination under any program or activity for which this organization is responsible.
- 2) Organization certifies that it will provide quarterly spending reports to the Agency Providing Contribution listed above.
- 3) Organization certifies that it will provide an accounting at the end of the fiscal year to the Agency Providing Contribution listed above.
- 4) Organization certifies that it will allow the State Auditor to audit or cause to be audited the contributed funds.

Organization Signature

Vice President, Operations and Chief Financial Officer

Title

Kristin Lacey, MBA

Printed Name

10/18/2024

Date

Certifications of State Agency Providing Contribution

- 1) State Agency certifies that the planned expenditure aligns with the Agency's mission and/or the purpose specified in the appropriations act.
- 2) State Agency certifies that the Organization has set forth a public purpose to be served through receipt of the expenditure.
- 3) State Agency certifies that it will make distributions directly to the organization.
- 4) State Agency certifies that it will provide the quarterly spending reports and accounting received from the organization to the Senate Finance Committee, House Ways and Means Committee, and the Executive Budget Office by June 30, 2024.
- 5) State Agency certifies that it will publish on their website any and all reports, accountings, forms, updates, communications, or other materials required by Proviso 117.21 of the appropriations act.
- 6) State Agency will certify to the Office of the Governor that it has complied with the requirements of Executive Order 2022-19 by June 30, 2024.

Agency Head Signature

Printed Name

10/21/24

Date