

South Carolina State University

Lottery Expenditure Accountability

Procedure Name: Lottery Expenditure Procedure
Effective: January 1, 2019

A. Overview:

This policy contains information regarding the expenditure of Lottery Funds appropriated by the General Assembly through the annual Appropriations Act.

B. Purpose:

1. The purpose of this policy is to ensure Lottery funds are expended in accordance with Legislative intent.

C. Policy:

1. Lottery Funds are appropriated by the General Assembly to be expended on scholarship and non-scholarship items.
2. Financial Aid will be responsible for ensuring Lottery Funds are awarded in accordance with Statutes, applicable laws and regulations.
3. Business Office/Finance will be responsible for ensuring Lottery Funds for non-scholarship purchases are expended in accordance with the annual Appropriations Act, Statues, applicable laws and regulations.

a. Lottery funds appropriated by the General Assembly to be expended will be captured in a cost center specially dedicated for the disposition and purpose of those funds as directed by legislation.

b. Lottery Technology Funds will be placed in a restricted cost center and spent in accordance with the proviso appropriating the funds on university technology needs deemed appropriate for purchase in accordance with legislative direction and governing procurement regulations.

c. Lottery maintenance funds will be placed in a plant cost center and spent in accordance with the proviso appropriating the funds.

- Upon approval by the Vice President for Business and

Administration of a maintenance project deemed to meet the intent for these funds, a transfer will be made from the Lottery maintenance fund into the project fund.

- In the event a match is required, an additional transfer will be made equal to or greater than the Lottery maintenance transfer to ensure the requirement is met.
 - Expenditures are made in accordance with South Carolina Code of Laws and governing procurement regulations.
- d. Once Financial Aid scholarships have posted to a student account, the aid is fed to the finance module from the student accounts module.
- e. Lottery Scholarship expenditures will be placed in a restricted cost center and reconciled against each award made by Financial Aid prior to billing the Commission on Higher Education for reimbursement.
- f. Higher Education Excellence Enhancement Program funds will be placed in a restricted cost center and spent in accordance with Section 2-77-30 of the South Carolina Code of Laws that appropriate the funds to the university to enhance the educational opportunities of low-income and educationally disadvantaged students attending Universities. State governing procurement regulations are followed.
4. Annual Audit: Lottery non-scholarship and scholarship expenditures will be included as part of the university's annual audit.