

Re: Disbursement Forms

Brandi Buff <bbuff@ggc.org>

Mon 10/23/2023 4:03 PM

To: Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>

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Thank you. Should we also expect to receive a formal contract like in the past?

Sent from my iPhone

On Oct 23, 2023, at 3:07 PM, Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov> wrote:

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Brandi,

Those checks should process this week. Both packages were sent to our Accounts Payable Department this morning. I will let you know if the State's Comptroller's Office has any questions.

Thank you.

Bruce

BRUCE, MPH

BUSBEE

Budget Director

Bruce.Busbee@ddsn.sc.gov

803-898-9740

3440 Harden Street Ext, Columbia, SC 29203

www.ddsn.sc.gov

From: Brandi Buff <bbuff@ggc.org>

Sent: Monday, October 23, 2023 3:00 PM

To: Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>

Subject: Re: Disbursement Forms

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Bruce,

I hope you had a great weekend. I wanted to check in on the status of the contracts and funding. Please let me know if you have any update.

Thanks

Brandi

Sent from my iPhone

On Oct 11, 2023, at 4:39 PM, Brandi Buff <bbuff@ggc.org> wrote:

Bruce,

I have attached partially executed copies of the disbursement forms for the Non-Recurring and Carroll Campbell Initiative Grants. Please let me know if you need anything else.

Thanks

Brandi

<image001.png>

Brandi Buff, CFO

O) (864)941-8151

F) (864)388-1062

101 Gregor Mendel Circle

Greenwood, SC 29646

bbuff@ggc.org

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<PE Non-recurring Disbursement Form.pdf>

<PE CCI Disbursement Form.pdf>

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RE: DDSN/GGC Contracts

Brandi Buff <bbuff@ggc.org>

Fri 10/6/2023 5:03 PM

To: Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Bruce,
Forgive me if I am confused. Both attachments were an Expenditure Report and your email below mentions a disbursement report. Are we supposed to have a disbursement report to complete now and then use the Expenditure report for the quarterly reporting? If so, please forward the disbursement report.

Thanks
Brandi



Brandi Buff, CFO

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From: Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>

Sent: Friday, October 6, 2023 4:53 PM

To: Steven A. Skinner <sas@ggc.org>; Swygert, Quincy <Quincy.Swygert@ddsn.sc.gov>

Cc: Brandi Buff <bbuff@ggc.org>

Subject: Re: DDSN/GGC Contracts

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Dr. Skinner

The disbursement form is the most crucial at this time. The quarterly reports will be due approximately 30 days at the end of each quarter.

Quarter 1 will ended September 30,

Quarter 2 will end December 31

Quarter 3 March 31

Quarter 4 will end June 30 (However, I will need the report in time to send it to the Executive Budget Office per proviso)

I know that Quarter 1 will not have any expenditures. However, these are awarded based on the state fiscal year.

I hope this answered your questions.

Bruce

BRUCE , MPH
BUSBEE
Budget Director

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From: Steven A. Skinner <sas@ggc.org>

Sent: Friday, October 6, 2023 9:44 AM

To: Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>; Swygert, Quincy <Quincy.Swygert@ddsn.sc.gov>

Cc: Brandi Buff <bbuff@ggc.org>

Subject: RE: DDSN/GGC Contracts

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Bruce,

Thank you for the forms and for the link. I just want to confirm – we should complete these forms now even though we have not received the funds or spent any funds? Completing both forms now is what will trigger the release of the funds? Or are there still separate contracts coming from DDSN in addition to these forms?

Thanks,
Steve



Steven A. Skinner, MD

Director

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From: Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>

Sent: Friday, October 6, 2023 8:39 AM

To: Steven A. Skinner <sas@ggc.org>; Swygert, Quincy <Quincy.Swygert@ddsn.sc.gov>

Subject: Re: DDSN/GGC Contracts

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Dr. Skinner,

I am attaching a copy of the forms I mentioned on Wednesday. I have also attached the link to the Executive Budget's Office where these forms are located. You are correct there will need to be separate forms for each initiative. Proviso 117.21 also requires that you submit quarterly reports to the Agency and identify any subrecipient non-profit entities.

https://www.admin.sc.gov/budget/earmarked_appropriations_reporting

I look forward to working with you this year. Please call should you have additional questions.

Sincerely,
Bruce Busbee

**BRUCE , MPH
BUSBEE**
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South Carolina
Department of Disabilities and Special Needs

From: Steven A. Skinner <sas@ggc.org>

Sent: Monday, July 3, 2023 3:08 PM

To: Swygert, Quincy <Quincy.Swygert@ddsn.sc.gov>; Busbee, Bruce <Bruce.Busbee@ddsn.sc.gov>

Cc: Brandi Buff <bbuff@ggc.org>

Subject: DDSN/GGC Contracts

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Dear Quincy and Bruce,

It was good to talk with both of you today. Bruce, welcome to your new job. I have copied Brandi, CFO at GGC, to document our conversation and to share Bruce's email.

From my understanding, we will keep our current master contract with DDSN essentially the same other than some boilerplate language changes that are being reviewed by legal counsel, and changing the dates and contract number. There are some unclaimed state appropriated funds that will carry forward to FY24. We will need to discuss where to apply those funds in the FY24 contract. We should expect separate contracts for the \$2M non-recurring funds for Genomic Technologies and for the \$2M Carroll Campbell Initiative. Those funds are generally not released until September/October. We should continue to submit our billable units monthly.

We will begin work on the yearend report for the Master Contract. Quincy, I attached the template we were asked to use for the report on the non-recurring funds last year. Do you know if this will be the same this year?

once things get settled there.

Thanks,
Steve



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