

**From:** [Hannah Marsh](#)  
**To:** [Brian \(Ashley\) A Berry](#)  
**Subject:** Re: FW: Quarterly/Year End Reporting for Your Earmark  
**Date:** Monday, July 10, 2023 3:51:59 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[Quarter 4 - signed.pdf](#)

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Good afternoon Brian!

Attached is our 4th quarter report. Please let me know if you need more information.

Final summary:

We were able to use these funds to upgrade the Grandstand with cosmetic work such as refinishing stairs and the announcer's booth. The Grandstand bathrooms underwent repairs as well including new paint and toilet seats. The earmark also allowed for equipment upgrades that gave our team more time and easier processes for maintaining the grounds.

Guests at Springdale Race Course and the Carolina Cup will enjoy these upgrades for years to come.

Hannah Marsh

Event Manager

Carolina Cup Racing Association

Office: 803.432.6513

#RainOrShine | #CarolinaCup2023 | #ChasingTraditions

On Mon, Jul 10, 2023 at 1:22 PM Brian (Ashley) A Berry <[aberry@scprt.com](mailto:aberry@scprt.com)> wrote:

If you are receiving this email, my records indicate that you have not submitted your required quarterly/year-end report that was due June 30<sup>th</sup>. Please submit this required form as soon as you can. Should you have any questions, feel free to reach out to me. Thanks - Ashley

Ashley Berry  
Finance Director

South Carolina Department of Parks, Recreation & Tourism

1205 Pendleton Street, Suite 517

Columbia, SC 29201

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**From:** Brian (Ashley) A Berry  
**Sent:** Friday, June 2, 2023 8:21 AM  
**To:** Brian (Ashley) A Berry <[aberry@scprt.com](mailto:aberry@scprt.com)>  
**Cc:** Daina M Riley <[driley@scprt.com](mailto:driley@scprt.com)>  
**Subject:** Quarterly/Year End Reporting for Your Earmark

Good morning,

Per the proviso granting the earmarked funds you received, your nonprofit organization is required to submit quarterly reports on project/grant spending until the funding is exhausted, at which point you must submit a final summary. The final summary can be as simple as an email detailing the project along with the goals you achieved and how the project will benefit the public that is submitted with your last quarterly report.

You should submit a signed quarterly report even if you have not spent any of the funding. Please be certain to enter your earmark name in the “purpose” box. I have attached the required form that will need to be completed and submitted along with the due dates below. The form should be completed, printed, signed, scanned, and emailed back to me. If you have any questions, please let me know how I can assist. Thanks -Ashley

Report due dates:

March 31

June 30 – Quarterly and fiscal year end combined in the one report.

September 30

December 31

Ashley Berry  
Finance Director

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