

## **FEDERAL RECEIPTS AND EXPENDITURES EBO - FORM 15F**

During the 2015 Regular Session, the Legislature passed Act 2015-438 that requires the Executive Budget Office to collect and report federal financial assistance received by certain state agencies to the Joint Fiscal Committee. This information is to be collected annually for the preceding fiscal year and due to EBO by October 31<sup>st</sup> of each year. EBO-FORM 15F was developed to satisfy the objectives of reporting federal receipts state agencies received, were appropriated, and expended for the preceding fiscal year.

Agencies must submit the Form 15F Federal Receipts and Expenditures along with a Plan of Action to the Executive Budget Office by **October 31, 2016**. Professional licensing boards of the State are **not** required to submit this report.

**Submit to:** [ebo.info@budget.alabama.gov](mailto:ebo.info@budget.alabama.gov)

Contact your budget analyst for assistance at 334-242-7230.

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### **SPECIAL REQUIREMENTS and TERMS**

- The **Department of Education** must include information for each public school district.
- The **Department of Postsecondary Education** must include information for each public community or technical college or other school or university under its supervision.

**FEDERAL RECEIPTS** – Federal financial assistance received or administered from federal entities in the form of grants, loans, loan guarantees, property, cooperative agreements, interest subsidies, insurance, food commodities, direct appropriations, other assistance, and amounts received as reimbursement for services rendered to individuals, that is reported as part of a single audit.

**SINGLE AUDIT** – An audit, as described under 31 U.S.C. §7502 (d), of a non-federal entity that includes the entity’s financial statements and federal awards.

## INSTRUCTIONS FOR FORM 15F

### SECTION 1 - TOTAL FY 2016 FEDERAL RECEIPTS AND EXPENDITURES

1. Agency Name: Fill in the agency/department name.
2. Agency No: Provide the 3-digit agency/department number.
3. Received: Provide the aggregate value of federal funds the agency **received** for FY2016.
4. % of Total State and Federal Budget: Calculate the percentage of the agency's total budget for the preceding fiscal year that constitute federal receipts that the agency received.
5. Appropriated by Legislature: The agency's aggregate amount of federal funds **appropriated** by the legislature for **FY2016**.
6. Expended: – The aggregate amount of federal funds that the agency **expended** for FY2016.
7. Comparison of Receipts to Appropriation: **Compute the difference** between the amount received and the amount appropriated.

STATE OF ALABAMA					
FY2016 FEDERAL RECEIPTS AND EXPENDITURES					
<i>(Use related instructions to complete the form)</i>					
<b>EBO FORM 15F</b>					
<b>AGENCY:</b>	Agency Name (1)				
<b>AGENCY NO:</b>	000 (2)				
<b>SECTION 1</b>	FY2016 Federal Funds				
	Received	Received as % of Total State and Federal Budget	Appropriated by Legislature	Expended	Comparison of Receipts to Appropriation
	(3)	(4)	(5)	(6)	(7)
<b>Total FY2016 Federal Funds</b>	\$4,750.00	30%	\$10,000.00	\$6,500.00	(\$5,250.00)

**SECTION 2 – PLAN OF ACTION**

Include a **Plan of Action** for operating the agency in the event of a:

1. 5 percent reduction of federal receipts and,
2. 25 percent reduction of federal receipts.

<b>SECTION 2</b>	
<b>Plan of Action - 5% Reduction of Federal Receipts</b>	
<b>Plan of Action - 25% Reduction of Federal Receipts</b>	
<b>APPROVED</b>	
_____	_____
Agency Head	Date

8. SIGNATURE: Provide the signature of the approving authority.