

**CAREER AND TECHNICAL EDUCATION BASIC GRANT
 (FISCAL PERIOD 10/1/17 – 9/30/18)
 (Allocation from federal Career and Technical Education - Basic Grants to States, CFDA 84.048A)
 (Title I of Carl D. Perkins Career and Technical Education Act of 2006, P.L. 109-270)**

FINAL EXPENDITURE REPORT

Name of College and Address				
Program contact person				
Name				
Phone:		Fax:		Email:
Fiscal contact person				
Name:				
Phone:		Fax:		Email:
CERTIFICATION: "By signing this report, I certify to the best of my knowledge and belief that the report is true, complete and accurate and the expenditures, disbursements and cash receipts are for purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims, or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812)."				
X				
Chief Financial Officer				Date Signed
X				
President				Date Signed

General Instructions for Completing and Submitting Final Expenditure Report

- Complete all necessary pages reflecting final amounts in each Budget Category and Core Indicator.
- Include for each Budget Category a description of the results of purchases had on goals and objectives including the impact on Perkins Core Indicators.
- Ensure all itemized information is accurate in regards to number of items and associated expenditures and obtain signatures.
- **Submit the final expenditure report no later than October 31 of the reporting year. NOTE: Do Not submit assurances with the final expenditure report.**
- Colleges may choose to submit the completed Final Expenditure Report by email to: sharon.ingram@accs.edu or mail to:

Alabama Community College System
Attention: Sharon Ingram
P.O. Box 302130
Montgomery, AL 36130-2130

**FINAL EXPENDITURE REPORT
 BUDGET OVERVIEW**

College: _____ Original Allocation: \$ _____

BUDGET CATEGORIES	CORE INDICATORS						TOTALS
	1P1	2P1	3P1	4P1	5P1	5P2	
	Technical Skill Attainment	Concentrators Earning Awards or Certifications	Concentrators Remaining Enrolled	Student Placement	Nontrad Student Participation	Nontrad Student Completers	
1. Capitalized Equipment							
2. Non-Capitalized Equipment							
3. Non-Consumable Supplies							
4. Travel							
5. Purchased Services							
6. Salaries/Benefits							
7. Other Items (List Below)							
TOTALS							

FINAL EXPENDITURE REPORT

College: _____

II. Non-Federal Funds	
Total Expended to support Career and Technical Education	\$
III. Federal Funds:	
1. Total Allocation (From ES-6, Column 9)	\$
2. Total Expenditures from ES-20, Column 9)	\$
3. Unexpended Balance (1 minus 2) * To be reverted to State Department of Education	\$

* If any of these funds have been received, please remit a check to State Department of Education.
 (Total funds requested to date minus total expenditures = refund due)

**FINAL EXPENDITURE REPORT
 CAPITALIZED EQUIPMENT
 (UNIT COST OF \$5,000 OR MORE)**

College: _____

Instructions: Equipment purchased for Career and Technical Education should be accounted for by location where equipment is located. In the event that the equipment is to be located in a central depository, the depository would be named instead of the college.

Property Identification Number	Name of Equipment, Serial # & Model #	Purchase Order #	Purchase Order Date	No. of Items/Quantity	Cost Per Unit	Total Cost	Location by College or Bldg.	Disposal Date	Method of Disposal

NOTE: A computer printout containing this same information may be substituted in lieu of this completed form.

**FINAL EXPENDITURE REPORT
SUMMARY OF PURCHASES OF CAPITALIZED EQUIPMENT**

Describe the results of purchases of **Capitalized Equipment** had on goals and objectives including the impact on Perkins Core Indicators.

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**FINAL EXPENDITURE REPORT
 NON-CAPITALIZED EQUIPMENT
 (UNIT COST OF \$500 - \$4,999) AND SIGNIFICANT TECHNOLOGICAL ITEMS**

College: _____

Non-Capitalized equipment and significant technological items purchased for Career and Technical education should be accounted for by location where the non-capitalized equipment and significant technological items are located. In the event that the item(s) are to be located in a central depository, the depository would be named instead of the college.

Property ID #	Name of Equip., Serial # and Model #	Purchase Order #	Purchase Order Date	#'s of Items or Quantity	Cost Per Unit	Total Cost	Location by College or Bldg.	Disposal Date	Method of Disposal

NOTE: A computer printout containing this same information may be submitted in lieu of this completed form.

SUMMARY OF PURCHASES OF NON-CAPITALIZED EQUIPMENT

Describe the results of purchases of **Non-Capitalized Equipment** had on goals and objectives including the impact on Perkins Core Indicators.

**FINAL EXPENDITURE REPORT
NON-CONSUMABLE SUPPLIES**

College: _____

Describe the result of purchases of **Non-Consumable Supplies** on goals and objectives including the impact on Perkins Core Indicators.

**FINAL EXPENDITURE REPORT
TRAVEL**

College: _____

Describe how the funding for **Travel** impacted on goals and objectives including the impact on Perkins Core Indicators.

**FINAL EXPENDITURE REPORT
PURCHASED SERVICES**

College: _____

Describe the results of **Purchased Services** on goals and objectives including the impact on Perkins Core Indicators.

**FINAL EXPENDITURE REPORT
 SALARIES AND BENEFITS**

Budget
 Amendment Number: _____

College: _____

Position/Title Attach Job Description	Core Indicator	Annual Rate	No. of Months	Monthly Rate	% of Time	Total Salary
				Total Salaries: \$		

Benefits	Amount
FICA (Total Salaries x _____ %)	\$
Teacher Retirement (Total Salaries x _____ %)	\$
Unemployment Comp (Total Salaries x _____ %)	\$
Insurance – PEEHIP (\$ _____ /Mo.)	\$
Total Benefits:	\$

SUMMARY OF SALARIES AND BENEFITS

Describe the results of **Salaries and Benefits** on goals and objectives including the impact on Perkins Core Indicators.

A large, empty rectangular box with a thin black border, intended for the user to describe the results of Salaries and Benefits on goals and objectives, including the impact on Perkins Core Indicators.

**FINAL EXPENDITURE REPORT
OTHER ITEMS**

College: _____

Describe the results of **Other Items** on goals and objectives including the impact on Perkins Core Indicators.