

APPENDIX

ED form 646-1
OMB No 1840-0073
Expires

FISCAL OPERATIONS REPORT AND APPLICATION TO PARTICIPATE (FISAP)
REPORT: AWARD PERIOD JULY 1, 1998 - JUNE 30, 1999; APPLICATION: AWARD PERIOD JULY 1, 2000 - JUNE 30, 2001

PART I. IDENTIFYING INFORMATION, CERTIFICATIONS AND WARNING

SECTION A. IDENTIFYING INFORMATION

1a. NAME AND ADDRESS OF INSTITUTION

Form lines for name and address of institution

1b. MAILING ADDRESS (if different from 1a)

Form lines for mailing address

2a. DUNS#

2b. SERIAL# 2c. OPEID#

3. TYPE OF INSTITUTION (SELECT ONE)

- 3.1 PUBLIC
3.2 PRIVATE/NON-PROFIT
3.3 PROPRIETARY
A) ART B) BUSINESS C) COSMETOLOGY
D) TRADE & TECHNICAL E) OTHER

4. LENGTH/TYPE OF LONGEST PROGRAM (SELECT ONE)

- 4.1 LESS THAN 1 YEAR
4.2 1 YEAR BUT LESS THAN 2 YEARS
4.3 2 YEARS BUT LESS THAN 3 YEARS
4.4 3 YEARS BUT LESS THAN 4 YEARS
4.5 4 YEARS (NO HIGHER THAN A BACCALAUREATE DEGREE)
4.6 5 YEARS OR MORE
4.7 POSTBACCALAUREATE ONLY

5. ADDITIONAL LOCATIONS:

INSTITUTIONS WITH SEPARATELY ELIGIBLE ADDITIONAL LOCATIONS WHICH WILL BE FUNDED UNDER THIS APPLICATION MUST LIST THESE LOCATIONS AND THEIR ADDRESSES AND OPEID#'S ON THE SCREEN. YOU MAY NOT FILE A SEPARATE APPLICATION FOR ANY SEPARATELY ELIGIBLE INSTITUTION LISTED HEREIN.

WE HAVE ENTERED A LIST OF SEPARATELY ELIGIBLE ADDITIONAL LOCATIONS INCLUDED IN THIS APPLICATION. YES NO

SECTION B. CERTIFICATIONS AND WARNING

WE CERTIFY THAT THE INFORMATION CONTAINED IN THIS FISAP IS IN COMPLIANCE WITH GOVERNING LEGISLATION AND REGULATIONS AND IS TRUE AND ACCURATE TO THE BEST OF OUR KNOWLEDGE. WE UNDERSTAND THAT THE INFORMATION IS SUBJECT TO AUDIT AND PROGRAM REVIEW BY REPRESENTATIVES OF THE SECRETARY OF EDUCATION.

* WARNING: ANY PERSON WHO KNOWINGLY PROVIDES FALSE OR MISLEADING INFORMATION ON THIS FISAP WILL BE SUBJECT TO A FINE OF UP TO \$10,000 OR IMPRISONMENT OF UP TO 5 YEARS OR BOTH UNDER PROVISIONS OF THE UNITED STATES * CRIMINAL CODE TITLE 18 SECTION 1001.

6. CHIEF EXECUTIVE OFFICER (PRESIDENT, CHANCELLOR, OWNER, ETC.)

SIGNATURE
TYPED NAME

DATE SIGNED
TELEPHONE NO
FAX PHONE NO

7. FINANCIAL AID ADMINISTRATOR

SIGNATURE
TYPED NAME
E:MAIL ADDRESS

DATE SIGNED
TELEPHONE NO
FAX PHONE NO

8. CHIEF FISCAL OFFICER

SIGNATURE
TYPED NAME

DATE SIGNED
TELEPHONE NO
FAX PHONE NO

9. NAME & ADDRESS OF PRIVATE FINANCIAL AID CONSULTANT FIRM

NAME:
ADDRESS 1
ADDRESS 2
CITY: STATE: Zip:

APPLICATION, PART II
NAME OF INSTITUTION: _____ DUNS# _____
STATE: ____

PART II. APPLICATION TO PARTICIPATE FOR AWARD YEAR JULY 1, 2000 THROUGH JUNE 30, 2001

SECTION A. REQUEST FOR FUNDS FOR THE 2000-2001 AWARD YEAR

- 1. FEDERAL PERKINS LOAN LEVEL OF EXPENDITURES \$ _____
- 2. FEDERAL PERKINS LOAN FEDERAL CAPITAL CONTRIBUTION \$ _____
- 3. FSEOG FEDERAL FUNDS \$ _____
- 4. FWS FEDERAL FUNDS \$ _____

SECTION B. RESERVED FOR FUTURE USE

5. RESERVED FOR FUTURE USE

SECTION C. FWS AND/OR FSEOG INSTITUTIONAL SHARE WAIVER REQUEST

(APPLIES ONLY TO CERTAIN INSTITUTIONS; SEE INSTRUCTIONS)

6. MY INSTITUTION WISHES TO APPLY FOR A WAIVER BECAUSE OUR INSTITUTION IS DESIGNATED AS ELIGIBLE FOR TITLE III.

6.1 FWS __ YES __ NO

6.2 FSEOG __ YES __ NO

SECTION D. FEDERAL PERKINS LOAN PROGRAM LIQUIDATION REQUEST

(APPLIES ONLY TO CERTAIN INSTITUTIONS; SEE INSTRUCTIONS)

7. MY INSTITUTION WISHES TO DISCONTINUE PARTICIPATION IN THE FEDERAL PERKINS LOAN PROGRAM.

__ YES __ NO

SECTION E: WAIVER REQUEST FOR THE UNDER USE OF FUNDS

MY INSTITUTION HAS RETURNED MORE THAN 10 PERCENT OF ITS FEDERAL PERKINS LOAN, FSEOG, OR FWS ALLOCATION FOR THE 1998-1999 AWARD YEAR.

8. MY INSTITUTION WISHES TO APPLY FOR A WAIVER OF THE PENALTY FOR THE UNDER USE OF FUNDS AND HAS PROVIDED A WRITTEN EXPLANATION OF THE CIRCUMSTANCES ON THE ADDITIONAL INFORMATION SCREEN.

__ YES __ NO

**DO NOT SEND THESE PAGES TO THE DEPARTMENT
A-3**

APPLICATION, PART II
NAME OF INSTITUTION: _____ DUNS# _____
STATE: ____

SECTION F. INFORMATION ON ENROLLMENT

9. MY INSTITUTION HAS A TRADITIONAL CALENDAR ___ YES ___ NO

INSTITUTIONS WITH A TRADITIONAL CALENDAR THAT HAD
1998-1999 ENROLLMENT, FILL IN FIELD 10

INSTITUTIONS WITH A NON-TRADITIONAL CALENDAR THAT HAD
1998-1999 ENROLLMENT, FILL IN FIELDS 13 THROUGH 25

	(A) UNDERGRADUATE	(B) GRADUATE/PROFESSIONAL
10. TOTAL NUMBER OF STUDENTS, 1998-1999	_____	_____

	(A) CONTINUING STUDENTS	(B) NEW STARTS
13. JULY 1, 1998	_____	_____
14. AUGUST 1	_____	_____
15. SEPTEMBER 1	_____	_____
16. OCTOBER 1	_____	_____
17. NOVEMBER 1	_____	_____
18. DECEMBER 1	_____	_____
19. JANUARY 1, 1999	_____	_____
20. FEBRUARY 1	_____	_____
21. MARCH 1	_____	_____
22. APRIL 1	_____	_____
23. MAY 1	_____	_____
24. JUNE 1, 1999	_____	_____
25. T O T A L	_____	_____

INSTITUTIONS THAT DID NOT HAVE 1998-1999 ENROLLMENT, FILL
IN FIELDS 11 AND 12

	(A) UNDERGRADUATE	(B) GRADUATE/PROFESSIONAL
11. ESTIMATED NUMBER OF STUDENTS, 1999-2000	_____	_____
12. PROJECTED NUMBER OF STUDENTS, 2000-2001	_____	_____

SECTION G. ASSESSMENTS AND EXPENDITURES

26. TOTAL TUITION AND FEES FOR THE AWARD YEAR JULY 1, 1998 - JUNE 30, 1999
27. TOTAL FEDERAL PELL GRANT EXPENDITURES FOR THE 1998-1999 AWARD YEAR
28. TOTAL EXPENDED FOR STATE GRANTS AND SCHOLARSHIPS MADE TO UNDERGRADUATES
FOR THE AWARD YEAR JULY 1, 1998 TO JUNE 30, 1999

	(A) UNDERGRADUATE	(B) GRADUATE/PROFESSIONAL
\$	_____	\$ _____
\$	_____	_____
\$	_____	_____

SECTION H. INFORMATION ON ELIGIBLE AID APPLICANTS FOR AWARD YEAR 1998-1999

	D E P E N D E N T			I N D E P E N D E N T		
	(A)	(B)	C	(D)	(E)	(F)
	WITHOUT 1ST PROFESSIONAL DEGREE	W I T H DEGREE	LESS THAN FULL TIME	UNDERGRADUATE/ BACCALAUREATE WITHOUT 1ST PROFESSIONAL	UNDERGRADUATE/ BACCALAUREATE WITH DEGREE	GRADUATE/ PROFESSIONAL
29. STUDENTS WITH AN "AUTOMATIC" ZERO EFC	_____	_____	_____	_____	_____	_____

TAXABLE & UNTAXED INCOME

30. \$ 0 - \$ 2,999	_____	_____	_____
31. \$ 3,000 - \$ 5,999	_____	_____	_____
32. \$ 6,000 - \$ 8,999	_____	_____	_____
33. \$ 9,000 - \$ 11,999	_____	_____	_____
34. \$12,000 - \$ 14,999	_____	_____	_____
35. \$15,000 - \$ 17,999	_____	_____	_____
36. \$18,000 - \$ 23,999	_____	_____	_____
37. \$24,000 - \$ 29,999	_____	_____	_____
38. \$30,000 - \$ 35,999	_____	_____	_____
39. \$36,000 - \$ 41,999	_____	_____	_____
40. \$42,000 - \$ 47,999	_____	_____	_____
41. \$48,000 - \$ 53,999	_____	_____	_____
42. \$54,000 - \$ 59,999	_____	_____	_____
43. \$60,000 & OVER	_____	_____	_____
44. T O T A L	_____	_____	_____

TAXABLE & UNTAXED INCOME

\$ 0 - \$ 999	_____	_____	_____
\$ 1,000 - \$ 1,999	_____	_____	_____
\$ 2,000 - \$ 2,999	_____	_____	_____
\$ 3,000 - \$ 3,999	_____	_____	_____
\$ 4,000 - \$ 4,999	_____	_____	_____
\$ 5,000 - \$ 5,999	_____	_____	_____
\$ 6,000 - \$ 7,999	_____	_____	_____
\$ 8,000 - \$ 9,999	_____	_____	_____
\$10,000 - \$ 11,999	_____	_____	_____
\$12,000 - \$ 13,999	_____	_____	_____
\$14,000 - \$ 15,999	_____	_____	_____
\$16,000 - \$ 17,999	_____	_____	_____
\$18,000 - \$ 19,999	_____	_____	_____
\$20,000 & OVER	_____	_____	_____
T O T A L	_____	_____	_____

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FISCAL OPERATIONS REPORT, PART III

NAME OF INSTITUTION: _____ DUNS # _____

STATE: _____

PART III. FEDERAL PERKINS LOAN PROGRAM, SECTION A - FISCAL REPORT (CUMULATIVE) AS OF JUNE 30, 1999

FIELD	ITEM	(A)	NO OF BORROWERS (B)	DEBIT BALANCES (C)	CREDIT BALANCES (D)
1.1	CASH ON HAND AND IN DEPOSITORY AS OF 6/30/1999			\$ _____	
1.2	CASH ON HAND AND IN DEPOSITORY AS OF 10/31/1999	\$ _____			
2	FUNDS RECEIVABLE FROM FEDERAL GOVERNMENT			\$ _____	
3	FUNDS RECEIVABLE FROM INSTITUTION			\$ _____	
4	FUNDS ADVANCED TO STUDENTS			\$ _____	
5	LOAN PRINCIPAL COLLECTED		_____		\$ _____
6	LOAN PRINCIPAL ASSIGNED TO AND ACCEPTED BY THE UNITED STATES		_____		\$ _____
7	TOTAL LOAN PRINCIPAL CANCELED ON LOANS MADE PRIOR TO 07/01/1972 FOR TEACHING/MILITARY SERVICE		_____		\$ _____
8	LOAN PRINCIPAL CANCELED FOR CERTAIN SUBJECT MATTER TEACHING SERVICE (MATH, SCIENCE, FOREIGN LANGUAGES, BILINGUAL EDUCATION) ON LOANS MADE 07/23/1992 AND AFTER		_____		\$ _____
9	LOAN PRINCIPAL CANCELED FOR ALL OTHER AUTHORIZED TEACHING SERVICE ON LOANS MADE 07/01/1972 AND AFTER		_____		\$ _____
10	LOAN PRINCIPAL CANCELED FOR MILITARY SERVICE ON LOANS MADE 07/01/1972 AND AFTER		_____		\$ _____
11	LOAN PRINCIPAL CANCELED FOR VOLUNTEER SERVICE		_____		\$ _____
12	LOAN PRINCIPAL CANCELED FOR LAW ENFORCEMENT AND CORRECTIONS OFFICER SERVICE		_____		\$ _____
13	LOAN PRINCIPAL CANCELED FOR CHILD/FAMILY/EARLY INTERVENTION SERVICE ON LOANS MADE 07/23/1992 AND AFTER		_____		\$ _____
14	LOAN PRINCIPAL CANCELED FOR NURSE/MEDICAL TECHNICIAN SERVICE ON LOANS MADE 07/23/1992 AND AFTER		_____		\$ _____
15	LOAN PRINCIPAL CANCELED - DEATH/DISABILITY		_____		\$ _____
16	LOAN PRINCIPAL CANCELED - BANKRUPTCY		_____		\$ _____
17	LOAN PRINCIPAL CANCELED FOR LOANS DISCHARGED DUE TO CLOSED SCHOOLS		_____		\$ _____
18	LOAN PRINCIPAL ADJUSTMENTS - OTHER		_____		\$ _____
19	FEDERAL CAPITAL CONTRIBUTIONS				\$ _____
20	REPAYMENTS OF FUND CAPITAL TO FEDERAL GOVERNMENT			\$ _____	
21	INSTITUTIONAL CAPITAL CONTRIBUTIONS				\$ _____
22	REPAYMENTS OF FUND CAPITAL TO INSTITUTION			\$ _____	
23	INTEREST INCOME ON LOANS				\$ _____
24	OTHER INCOME				\$ _____
25	REIMBURSEMENTS TO THE FUND OF AMOUNTS CANCELED ON LOANS MADE 07/01/1972 AND AFTER				\$ _____
26.1	ADMINISTRATIVE COST ALLOWANCE	\$ _____			
26.2	COLLECTION COSTS	\$ _____			
26.3	ADMINISTRATIVE COST ALLOWANCE AND COLLECTION COSTS (CONTROL)			\$ _____	
27	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR TEACHING/MILITARY SERVICE ON LOANS MADE PRIOR TO 07/01/1972			\$ _____	
28	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR CERTAIN SUBJECT MATTER TEACHING SERVICE (MATH, SCIENCE, FOREIGN LANGUAGES, BILINGUAL EDUCATION) ON LOANS MADE 07/23/1992 AND AFTER			\$ _____	
29	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR ALL OTHER AUTHORIZED TEACHING SERVICE ON LOANS MADE 07/01/1972 AND AFTER			\$ _____	
30	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR MILITARY SERVICE ON LOANS MADE 07/01/1972 AND AFTER			\$ _____	
31	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR VOLUNTEER SERVICE IN THE PEACE CORPS OR UNDER THE DOMESTIC VOLUNTEER SERVICE ACT OF 1973			\$ _____	
32	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR LAW ENFORCEMENT AND CORRECTIONS OFFICER SERVICE			\$ _____	
33	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR CHILD/FAMILY/EARLY INTERVENTION SERVICE ON LOANS MADE 07/23/1992 AND AFTER			\$ _____	
34	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR NURSE/MEDICAL TECHNICIAN SERVICE ON LOANS MADE 07/23/1992 AND AFTER			\$ _____	
35	COST OF LOAN PRINCIPAL AND INTEREST CANCELED BECAUSE OF DEATH/DISABILITY			\$ _____	
36	COST OF LOAN PRINCIPAL AND INTEREST CANCELED BECAUSE OF BANKRUPTCY			\$ _____	
37	COST OF LOAN PRINCIPAL AND INTEREST ASSIGNED TO AND ACCEPTED BY THE UNITED STATES			\$ _____	
38	COST OF LOAN PRINCIPAL AND INTEREST CANCELED FOR LOANS DISCHARGED DUE TO CLOSED SCHOOLS			\$ _____	
39	OTHER COSTS OR LOSSES			\$ _____	
40	TOTAL DEBITS AND CREDITS (SUM OF FIELDS 1 THROUGH 39)			\$ _____	\$ _____

FISCAL OPERATIONS REPORT, PART III

NAME OF INSTITUTION: _____ DUNS # _____
 STATE: ____

SECTION B. FUND ACTIVITY (ANNUAL) DURING THE 1998-1999 AWARD YEAR (JULY 1, 1998 THROUGH JUNE 30, 1999)

AMOUNT

- 1. FINAL ADJUSTED FEDERAL CAPITAL CONTRIBUTION (FCC) AUTHORIZATION \$ _____
- 2. FCC TRANSFERRED TO:
 - a. FSEOG \$ _____
 - b. FWS \$ _____
- 3. AMOUNT OF ADJUSTED AUTHORIZED FEDERAL CAPITAL CONTRIBUTION FOR AWARD YEAR 1998-1999 NOT REQUESTED FROM GAPS BY JUNE 30, 1999 (YOUR AWARD WILL BE REDUCED BY THIS AMOUNT NEXT SPRING. SEE INSTRUCTIONS) \$ _____
- 4. INSTITUTIONAL CAPITAL CONTRIBUTION (ICC) DEPOSITED INTO THE LOAN FUND BETWEEN JULY 1, 1998 AND JUNE 30, 1999. \$ _____
- 5. LOANS ADVANCED TO STUDENTS FROM THE LOAN FUND DURING THE 1998-1999 AWARD YEAR (MINUS 1998-1999 AWARD YEAR REFUNDS) \$ _____
- 6. ADMINISTRATIVE COST ALLOWANCE CLAIMED FOR THE 1998-1999 AWARD YEAR (SEE INSTRUCTIONS) \$ _____

NUMBER OF BORROWERS (A) AMOUNT (B)

- 7. TOTAL PRINCIPAL AND INTEREST REPAID BY BORROWERS FROM ALL SOURCES DURING THE 1998-1999 AWARD YEAR _____ \$ _____
- 8. IF YOUR INSTITUTION HAS A LOAN OFFICER RESPONSIBLE FOR ADMINISTERING FEDERAL PERKINS LOAN PROGRAM COLLECTIONS (OTHER THAN THE FINANCIAL AID ADMINISTRATOR OR CHIEF FISCAL OFFICER IDENTIFIED IN PART I, SECTION B), PROVIDE THE FOLLOWING INFORMATION:

NAME: _____
 TITLE: _____
 TELEPHONE NUMBER: (____) ____-____
 (INCLUDING AREA CODE)

FISCAL OPERATIONS REPORT, PART III

NAME OF INSTITUTION: _____ DUNS # _____
STATE: ____

SECTION C - CUMULATIVE REPAYMENT INFORMATION AS OF JUNE 30, 1999

STATUS OF BORROWERS AS OF JUNE 30, 1999 (A)	NUMBER OF BORROWERS (B)	AMOUNT LENT (C)	PRINCIPAL AMOUNT OUTSTANDING (D)
1.1 BORROWERS WHOSE LOANS ARE FULLY RETIRED	_____	_____	_____
1.2 LOANS THAT HAVE BEEN PURCHASED \$ _____	_____	_____	_____
2. BORROWERS WHOSE LOANS WERE ASSIGNED TO AND OFFICIALLY ACCEPTED BY THE DEPARTMENT OF EDUCATION AS OF JUNE 30, 1999	_____	_____	_____
3 TOTAL BORROWERS NOT IN REPAYMENT STATUS	_____	_____	_____
4. BORROWERS ON SCHEDULE IN REPAYMENT STATUS	_____	_____	_____
5.1 IN DEFAULT LESS THAN 240 DAYS (MONTHLY INSTALLMENTS) OR LESS THAN 270 DAYS (OTHER INSTALLMENTS)	_____	_____	_____
5.2 IN DEFAULT 240 DAYS OR MORE (MONTHLY INSTALLMENTS) OR 270 DAYS OR MORE (OTHER INSTALLMENTS), UP TO 2 YEARS	_____	_____	_____
5.3 IN DEFAULT MORE THAN 2 YEARS, UP TO 5 YEARS	_____	_____	_____
5.4 IN DEFAULT MORE THAN 5 YEARS	_____	_____	_____

MY INSTITUTION HAD LESS THAN 30 BORROWERS WHO ENTERED REPAYMENT IN THE 1997-1998 AWARD YEAR YES NO

COHORT DEFAULT RATE

SECTION D. INSTITUTIONS WITH 30 OR MORE BORROWERS WHO ENTERED REPAYMENT IN THE 1997-1998 AWARD YEAR:

1.1 NUMBER OF BORROWERS WHO ENTERED REPAYMENT IN 1997-1998	0
1.2 ENTER THE NUMBER OF BORROWERS IN ITEM 1.1 ABOVE WITH LOANS IN DEFAULT BY JUNE 30, 1999	0
1.3 COHORT DEFAULT RATE (FIELD 1.2 /FIELD 1.1 * 100)	0.0

SECTION E. INSTITUTIONS WITH LESS THAN 30 BORROWERS WHO ENTERED REPAYMENT IN THE 1997-1998 AWARD YEAR:

2.1 NUMBER OF BORROWERS WHO ENTERED REPAYMENT IN:	2.2 NUMBER OF BORROWERS WITH LOANS IN DEFAULT BY:
(a) 1995-1996 (07/01/1995 - 06/30/1996)	(a) JUNE 30, 1997 (THOSE IN 2.1(a) ONLY)
(b) 1996-1997 (07/01/1996 - 06/30/1997)	(b) JUNE 30, 1998 (THOSE IN 2.1(b) ONLY)
(c) 1997-1998 (07/01/1997 - 06/30/1998)	(c) JUNE 30, 1999 (THOSE IN 2.1(c) ONLY)
2.3 TOTAL NUMBER OF BORROWERS WHO ENTERED REPAYMENT DURING THE THREE YEARS (2.1(a) + 2.1(b) + 2.1(c))	0
2.4 TOTAL NUMBER OF BORROWERS WITH LOANS IN DEFAULT (2.2(a) + 2.2(b) + 2.2(c))	0
2.5 COHORT DEFAULT RATE (FIELD 2.4 /FIELD 2.3 * 100)	0.0

FISCAL OPERATIONS REPORT, PART IV

NAME OF INSTITUTION: _____ DUNS # _____
 STATE: ____

**PART IV. FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG) PROGRAM
 FOR AWARD YEAR JULY 1, 1998 THROUGH JUNE 30, 1999**

SECTION A. FEDERAL FUNDS AUTHORIZED FOR FSEOG

1. FINAL ADJUSTED FSEOG AUTHORIZATION \$ _____

SECTION B. FEDERAL FUNDS AVAILABLE FOR FSEOG EXPENDITURES

2. FWS FUNDS TRANSFERRED TO AND SPENT IN FSEOG + \$ _____

3. FEDERAL PERKINS FCC FUNDS TRANSFERRED TO AND SPENT IN FSEOG + \$ _____

4. 1999-2000 FUNDS CARRIED BACK AND SPENT IN 1998-1999 + \$ _____

5. ADDITIONAL 1999-2000 FUNDS CARRIED BACK AND SPENT FOR SUMMER ENROLLMENT THROUGH JUNE 30, 1999 + \$ _____

6. 1998-1999 FUNDS CARRIED FOWARD TO BE SPENT IN 1999-2000 - \$ _____

7. FEDERAL FUNDS AVAILABLE FOR FSEOG (FIELDS 1 + 2 + 3 + 4 + 5 - 6) \$ _____

SECTION C. FUNDS TO FSEOG RECIPIENTS

8. TOTAL FUNDS TO FSEOG RECIPIENTS (FIELDS 9 + 10) \$ _____

9. NON-FEDERAL SHARE OF FUNDS TO FSEOG RECIPIENTS (25% OF FIELD 8) \$ _____

a. CASH OUTLAY CONTRIBUTED \$ _____
 b. OTHER INSTITUTIONAL RESOURCES DESIGNATED \$ _____

SECTION D. FEDERAL FUNDS SPENT FOR FSEOG PROGRAM

10. FEDERAL SHARE OF FUNDS TO FSEOG RECIPIENTS (75% OF FIELD 8) \$ _____

11. ADMINISTRATIVE COST ALLOWANCE CLAIMED + \$ _____

12. FEDERAL FUNDS SPENT FOR FSEOG (FIELDS 10 + 11) \$ _____

SECTION E. USE OF FEDERAL FSEOG AUTHORIZATION

13. EXPENDED FSEOG AUTHORIZATION (FIELDS 6 + 12 - 2 - 3 - 4 - 5) \$ _____

14. UNEXPENDED FSEOG AUTHORIZATION (FIELD 1 - FIELD 13) (CANNOT BE NEGATIVE) \$ _____

SECTION F. MISCELLANEOUS INFORMATION

15. PRIOR YEAR RECOVERIES
 (a) 1997-1998 \$ _____
 (b) 1996-1997 \$ _____
 (c) 1995-1996 \$ _____
 (d) 1994-1995 \$ _____
 (e) 1993-1994 \$ _____

FISCAL OPERATIONS REPORT, PART V

NAME OF INSTITUTION: _____ DUNS # _____
 STATE: ____

PART V. FEDERAL WORK-STUDY (FWS) PROGRAM
FOR AWARD YEAR JULY 1, 1998 THROUGH JUNE 30, 1999

SECTION A. FEDERAL FUNDS AUTHORIZED FOR FWS

1. FINAL ADJUSTED FWS AUTHORIZATION \$ _____

SECTION B. FEDERAL FUNDS AVAILABLE FOR FWS EXPENDITURES

2. FEDERAL PERKINS FCC FUNDS TRANSFERRED TO AND SPENT IN FWS + \$ _____

3. FWS FUNDS TRANSFERRED TO AND SPENT IN FSEOG - \$ _____

4. 1999-2000 FUNDS CARRIED BACK AND SPENT IN 1998-1999 + \$ _____

5. ADDITIONAL 1999-2000 FUNDS CARRIED BACK AND SPENT FOR 1999 SUMMER EMPLOYMENT + \$ _____

6. 1997-1998 FUNDS CARRIED FORWARD AND SPENT IN 1998-1999 + \$ _____

7. 1998-1999 FUNDS CARRIED FORWARD TO BE SPENT IN 1999-2000 - \$ _____

8. 1998-1999 FUNDS CARRIED BACK AND SPENT IN 1997-1998 - \$ _____

9. ADDITIONAL 1998-1999 FUNDS CARRIED BACK AND SPENT FOR 1998 SUMMER EMPLOYMENT - \$ _____

10. TOTAL FUNDS AVAILABLE FOR 1998-1999 (FIELDS 1 + 2 - 3 + 4 + 5 + 6 - 7 - 8 - 9) \$ _____

SECTION C. TOTAL COMPENSATION FOR FWS

11. TOTAL EARNED COMPENSATION FOR FWS PROGRAM \$ _____

a. ON-CAMPUS EXPENDITURES \$ _____

b. OFF-CAMPUS EXPENDITURES AT PUBLIC OR PRIVATE NON-PROFIT AGENCIES \$ _____

c. OFF-CAMPUS EXPENDITURES IN THE PRIVATE (FOR PROFIT) SECTOR \$ _____

12. TOTAL INSTITUTIONAL SHARE OF EARNED COMPENSATION (SEE INSTRUCTIONS) \$ _____

SECTION D. FUNDS SPENT FROM FEDERAL SHARE OF FWS

13. TOTAL FEDERAL SHARE OF FWS EARNED COMPENSATION \$ _____

a. COMPENSATION AT FEDERAL SHARE NOT TO EXCEED 75% (UNLESS WAIVER APPLIES) \$ _____

b. OFF-CAMPUS PRIVATE (FOR PROFIT) SECTOR COMPENSATION AT FEDERAL SHARE NOT TO EXCEED 50% \$ _____

14. ADMINISTRATIVE COST ALLOWANCE CLAIMED + \$ _____

15. FEDERAL SHARE OF JOB LOCATION AND DEVELOPMENT PROGRAM EXPENDITURES + \$ _____

16. TOTAL FEDERAL FUNDS SPENT FOR FWS (SUM OF FIELDS 13 THROUGH 15) \$ _____

FISCAL OPERATIONS REPORT, PART V

NAME OF INSTITUTION: _____ DUNS # _____
 STATE: ____

SECTION E. USE OF FEDERAL FWS AUTHORIZATION

- 17. EXPENDED FWS AUTHORIZATION (FIELDS 3 + 7 + 8 + 9 + 16) MINUS (FIELDS 2 + 4 + 5 + 6) \$ _____
- 18. UNEXPENDED FWS AUTHORIZATION (FIELD 1 - FIELD 17) \$ _____

SECTION F. MISCELLANEOUS INFORMATION

- 19. PRIOR YEAR RECOVERIES
 - (a) 1997-1998 \$ _____
 - (b) 1996-1997 \$ _____
 - (c) 1995-1996 \$ _____
 - (d) 1994-1995 \$ _____
 - (e) 1993-1994 \$ _____

SECTION G. INFORMATION ABOUT THE JOB LOCATION AND DEVELOPMENT PROGRAM (JLD)

- 20. TOTAL EXPENDITURES FOR THE JOB LOCATION AND DEVELOPMENT PROGRAM \$ _____
- 21. INSTITUTIONAL EXPENDITURES FOR THE JLD PROGRAM (SEE INSTRUCTIONS) \$ _____
- 22. NUMBER OF STUDENTS FOR WHOM JOBS WERE LOCATED OR DEVELOPED _____
- 23. TOTAL EARNINGS OF THE STUDENTS IN FIELD 22 ABOVE \$ _____

SECTION H. INFORMATION ABOUT FWS COMMUNITY SERVICE ACTIVITIES

- 24. NUMBER OF STUDENTS IN COMMUNITY SERVICE EMPLOYMENT _____
- 25. FEDERAL SHARE OF COMMUNITY SERVICE EARNED COMPENSATION \$ _____
- 26. NON-FEDERAL SHARE OF COMMUNITY SERVICE EARNED COMPENSATION \$ _____

SECTION I. INFORMATION ABOUT FWS READING TUTORS OF CHILDREN AND TUTORS IN FAMILY LITERACY PROGRAMS

- 27. NUMBER OF STUDENTS EMPLOYED AS FWS READING TUTORS OF CHILDREN AND TUTORS IN FAMILY LITERACY PROGRAMS _____
- 28. FEDERAL SHARE OF EARNED COMPENSATION FOR FWS READING TUTORS OF CHILDREN AND TUTORS IN FAMILY LITERACY PROGRAMS \$ _____
- 29. TOTAL EARNED COMPENSATION FOR FWS READING TUTORS OF CHILDREN AND TUTORS IN FAMILY LITERACY PROGRAMS \$ _____

FISCAL OPERATIONS REPORT, PART VI

NAME OF INSTITUTION: _____ DUNS # _____
 STATE: _____

PART VI. PROGRAM SUMMARY FOR AWARD YEAR JULY 1, 1998 THROUGH JUNE 30, 1999

SECTION A. DISTRIBUTION OF PROGRAM RECIPIENTS AND EXPENDITURES BY TYPE OF STUDENT

TAXABLE & UNTAXED INCOME CATEGORY STUDENT TYPE	FEDERAL PERKINS LOAN		F S E O G		F W S		UNDUPLICATED (G) RECIPIENTS
	(A) RECIPIENTS	(B) FUNDS	(C) RECIPIENTS	(D) FUNDS	(E) RECIPIENTS	(F) FUNDS	
UNDERGRADUATE DEPENDENT							
1. \$ 0 - \$ 5,999	-----	-----	-----	-----	-----	-----	-----
2. \$ 6,000 - \$11,999	-----	-----	-----	-----	-----	-----	-----
3. \$12,000 - \$23,999	-----	-----	-----	-----	-----	-----	-----
4. \$24,000 - \$29,999	-----	-----	-----	-----	-----	-----	-----
5. \$30,000 - \$41,999	-----	-----	-----	-----	-----	-----	-----
6. \$42,000 - \$59,999	-----	-----	-----	-----	-----	-----	-----
7. \$60,000 AND OVER	-----	-----	-----	-----	-----	-----	-----
UNDERGRADUATE INDEPENDENT							
8. \$ 0 - \$ 1,999	-----	-----	-----	-----	-----	-----	-----
9. \$ 2,000 - \$ 3,999	-----	-----	-----	-----	-----	-----	-----
10. \$ 4,000 - \$ 7,999	-----	-----	-----	-----	-----	-----	-----
11. \$ 8,000 - \$11,999	-----	-----	-----	-----	-----	-----	-----
12. \$12,000 - \$15,999	-----	-----	-----	-----	-----	-----	-----
13. \$16,000 - \$19,999	-----	-----	-----	-----	-----	-----	-----
14. \$20,000 AND OVER	-----	-----	-----	-----	-----	-----	-----
15. GRADUATE/PROFESSIONAL	-----	-----	DOES NOT APPLY	DOES NOT APPLY	-----	-----	-----
16. T O T A L	-----	-----	-----	-----	-----	-----	-----
17. TOTAL LESS THAN FULL TIME STUDENTS	-----	-----	-----	-----	-----	-----	-----
18. TOTAL "AUTOMATIC" ZERO EFC STUDENTS	-----	-----	-----	-----	-----	-----	-----

FISCAL OPERATIONS REPORT, PART VI

NAME OF INSTITUTION: _____ DUNS # _____
 STATE: _____

Administrative Cost Allowance Worksheet (Worksheet must be retained for audit and program reviews)

Section B. Calculating the Administrative Cost Allowance

STEP 1 Calculate the amount spent in 1998-1999 on which the Administrative Cost Allowance is based:

- | | |
|--|------------|
| 1. Total compensation in FWS (amount from Part V, Section C, FIELD 11) | \$ _____ |
| 2. Amount of Federal Perkins Loan funds advanced to students
(amount from Part III, Section B, FIELD 5) | + \$ _____ |
| 3. Total funds to FSEOG recipients
(amount from Part IV, Section C, FIELD 5) | + \$ _____ |
| 4. TOTAL Amount Spent (FIELDS 1 + 2 + 3) | \$ _____ |

STEP 2 Calculate the Administrative Cost Allowance (Complete only ONE subsection):

Institutions whose total amount spent was \$2,750,000 OR LESS

- | | |
|--|----------|
| 5. Enter total amount spent (FIELD 4) | \$ _____ |
| 6. Multiply | x _____ |
| 7. TOTAL Administrative Cost Allowance
(GO TO STEP 3) | \$ _____ |

Institutions whose total amount spent was MORE THAN \$2,750,000 but LESS THAN \$5,500,000

- | | |
|---|---------------------|
| 8. Enter total amount spent (FIELD 4) | \$ <u>N/A</u> |
| 9. Subtract | - \$ <u>2750000</u> |
| 10. Expenditures over \$2,750,000 (FIELD 8 - FIELD 9) | \$ <u>N/A</u> |
| 11. Multiply | x <u>0.04</u> |
| 12. Administrative Cost Allowance on expenditures over
\$2,750,000 (FIELD 10 x FIELD 11) | \$ <u>N/A</u> |
| 13. Add Administrative Cost Allowance on expenditures of
\$2,750,000 | + \$ <u>137500</u> |
| 14. TOTAL Administrative Cost Allowance (FIELD 12 + FIELD 13)
(GO TO STEP 3) | \$ <u>N/A</u> |

Institutions whose total amount spent was \$5,500,000 OR MORE

- | | |
|---|---------------------|
| 15. Enter total amount spent (FIELD 4) | \$ <u>N/A</u> |
| 16. Subtract | - \$ <u>5500000</u> |
| 17. Expenditures over \$5,500,000 (FIELD 15 - FIELD 16) | \$ <u>N/A</u> |
| 18. Multiply | x <u>0.03</u> |
| 19. Administrative Cost Allowance on expenditures over
\$5,500,000 (FIELD 17 x FIELD 18) | \$ <u>N/A</u> |
| 20. Add Administrative Cost Allowance on expenditures
of \$5,500,000 | + \$ <u>247500</u> |
| 21. TOTAL Administrative Cost Allowance (FIELD 19 + FIELD 20)
(GO TO STEP 3) | \$ <u>N/A</u> |

STEP 3 Decide how much Administrative Cost Allowance the Institution claimed:

- | | |
|---|----------|
| 22. How much Administrative Cost did the Institution claim
(The amount may be the same or less than the amount calculated in Step 2) | \$ _____ |
| 23. How much Administrative Cost did the institution claim in each program ? | |
| a. Federal Perkins loan (must be same as Part III, Sect. B, FIELD 6) | \$ _____ |
| b. FSEOG (must be the same as Part IV, Section D, FIELD 8) | \$ _____ |
| c. FWS (must be the same as Part V, Section D, FIELD 14) | \$ _____ |

