# Fiscal Operations Report and Application to Participate (FISAP)

**Report: Award Year July 1, 2005 through June 30, 2006; Application: Award Year July 1, 2007 through June 30, 2008**

## Part I. Identifying Information, Certifications and Warning

### Debarment Form and Signature Page

### *Section A. Identifying Information*

**1a. Name and address of school**

_____
_____
_____
_____

**1b. Mailing address (if different from 1a)**

_____
_____
_____
_____

**2. OPEID Number** _____

**3. Type of school (select one)**

__ 3.1 public
__ 3.2 private/non-profit
__ 3.3 proprietary

**(Select one if proprietary)**

__ a) art
__ b) business
__ c) cosmetology
__ d) trade and 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**

Schools with separately eligible additional locations that will be funded under this application must list these locations and their addresses and OPEID Numbers on the screen. You may not file a separate application for any separately eligible school listed herein.

We have entered a list of separately eligible additional locations included in this application. __ yes __ no

**6. Financial Aid Administrator**

Name _____
E-mail address _____

Telephone No. _____
Fax No. _____

**7. Name and address of private financial aid consultant firm, if any**

Name _____
Address 1_____
Address 2_____
City _____ State _____ Zip _____

### *Section B. Certifications and Warning*

**Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements**

Applicants should review the regulations and the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 34 CFR Part 82, "New Restrictions on Lobbying," and 34 CFR Part 85, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

## Debarment Form and Signature Page

Name of school _____
OPEID Number_____ State _____

### 1. Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 34 CFR Part 82, for persons entering into a grant or cooperative agreement over $100,000, as defined at 34 CFR Part 82, Sections 82.105 and 82.110, the applicant certifies that:

a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;
c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

### 2. Debarment, Suspension, and Other Responsibility Matters

As required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR Part 85, for prospective participants in primary covered transactions, as defined at 34 CFR Part 85, Sections 85.105 and 85.110—

A. The applicant certifies that it and its principals:

a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
b) Have not within a three-year period preceding this application been convicted of, or had a civil judgement rendered against them for, commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
c) Are not presently indicted for, or otherwise criminally or civilly charged by, a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and
d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

### 3. Drug-Free Workplace (Grantees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610—

A. The applicant certifies that it will, or will continue to, provide a drug-free workplace by:

a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
b) Establishing an on-going drug-free awareness program to inform employees about:
    1) The dangers of drug abuse in the workplace;
    2) The grantee's policy of maintaining a drug-free workplace;
    3) Any available drug counseling, rehabilitation, and employee assistance programs; and
    4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will:
    1) Abide by the terms of the statement; and
    2) Notify the employer in writing of the employee's conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

## Debarment Form and Signature Page

Name of school _____
OPEID Number _____ State _____

e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide such a notice, including position title, to:
Director, Grants Policy and Oversight Staff, U.S. Department of Education
400 Maryland Avenue, S.W. (Room 7065, Potomac Center Plaza)
Washington, DC 20202-4250
The notice shall include the identification number(s) of each affected grant;

f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted:
1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The applicant may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address. city, county, state, zip code)

_____
_____
_____
_____

Check [ ] if there are workplaces on file that are not identified here.

**4. Drug-Free Workplace (Grantees Who Are Individuals)**

As required by the Drug-Free Workplace Act of 1988, and implemented at 34 CFR Part 85, Subpart F, for grantees, as defined at 34 CFR Part 85, Sections 85.605 and 85.610—

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants Policy and Oversight Staff, Department of Education, 400 Maryland Avenue, S.W. (Room 7065, Potomac Center Plaza), Washington, DC 20202-4250. Notice shall include the identification number(s) of each affected grant.

**I CERTIFY THAT MY SCHOOL WILL COMPLY WITH THE ABOVE CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS. I FURTHER CERTIFY THAT THE INFORMATION CONTAINED IN THIS ELECTRONIC FISAP IS IN COMPLIANCE WITH GOVERNING LEGISLATION AND REGULATIONS AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE. I UNDERSTAND THAT ALL INFORMATION ASSOCIATED WITH THIS FISAP 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.**

**8. Chief Executive Officer (President, Chancellor, CEO, Director)**

Signature _____ Date signed _____
Name _____ Telephone No. _____
Title _____ Fax No. _____
E-mail address _____

## Mail form to

## FISAP Administrator
## 1951 Kidwell Drive, Eighth Floor
## Vienna, Virginia 22182

# Application to Participate, Part II

Name of school _____
OPEID Number _____ State _____

Part II. Application to Participate for Award Year July 1, 2007 through June 30, 2008

*Section A. Request for Funds for the 2007-2008 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. Federal Perkins Loan Program Liquidation Request*
(Applies only to certain schools; see instructions)

**5. My school wishes to discontinue participation in the Federal Perkins Loan Program. __ yes __ no**

*Section C. Waiver Request for the Underuse of Funds*

**My school has returned more than 10 percent of its Federal Perkins Loan, FSEOG, or FWS allocation for the 2005-2006 award year.**

**6. My school wishes to apply for a waiver of the penalty for the underuse of funds and will provide, on the additional information screen, a written explanation of the circumstances. __ yes __ no**

# Application to Participate, Part II (continued)

Name of school _____
OPEID Number _____ State _____

Part II. Application to Participate for Award Year July 1, 2007 through June 30, 2008

## *Section D. Information on Enrollment*

**My school has a traditional calendar. __ yes __ no**

**Schools with a non-traditional calendar that had 2005-2006 enrollment, fill in fields 9 through 20.**

**Schools with a traditional calendar that had 2005-2006 enrollment, fill in Field 7.**

| | Undergraduate (a) | Graduate/Professional (b) |
|---|---|---|
| 7. Total number of students, 2005-2006 | | |

**Schools with a traditional calendar that did not have 2005-2006 enrollment, fill in Field 8.**

| | Undergraduate (a) | Graduate/Professional (b) |
|---|---|---|
| 8. Estimated number of students, 2006-2007 | | |

| | Continuing Students (a) | New Starts (b) |
|---|---|---|
| 9. July 1, 2005 | | |
| 10. August 1 | | |
| 11. September 1 | | |
| 12. October 1 | | |
| 13. November 1 | | |
| 14. December 1 | | |
| 15. January 1, 2006 | | |
| 16. February 1 | | |
| 17. March 1 | | |
| 18. April 1 | | |
| 19. May 1 | | |
| 20. June 1, 2006 | | |
| 21. TOTAL | | |

## *Section E. Assessments and Expenditures*

| | Undergraduate (a) | Graduate/Professional (b) |
|---|---|---|
| 22. Total tuition and fees for the award year July 1, 2005 to June 30, 2006 | $ | $ |
| 23. Total Federal Pell Grant expenditures for the 2005-2006 award year | $ | |
| 24. Total expended for state grants and scholarships made to undergraduates for the award year July 1, 2005 to June 30, 2006 | $ | |

## *Section F. Information on Eligible Aid Applicants Enrolled in Your School for Award Year 2005-2006*

| | Dependent Undergraduate Without Baccalaureate/ 1st Prof. Degree (a) | Dependent Undergraduate With Baccalaureate/ 1st Prof. Degree (b) | Independent Undergraduate Without Baccalaureate/ 1st Prof. Degree (c) | Independent Undergraduate With Baccalaureate/ 1st Prof. Degree (d) | Independent Graduate/ Professional (e) |
|---|---|---|---|---|---|
| 25. Students with an "Automatic" Zero EFC | | | | | |

| Taxable and Untaxed Income | | | Taxable and Untaxed Income | | | |
|---|---|---|---|---|---|---|
| 26. | $0 - $2,999 | | | $0 - $999 | | | |
| 27. | $3,000 - $5,999 | | | $1,000 - $1,999 | | | |
| 28. | $6,000 - $8,999 | | | $2,000 - $2,999 | | | |
| 29. | $9,000 - $11,999 | | | $3,000 - $3,999 | | | |
| 30. | $12,000 - $14,999 | | | $4,000 - $4,999 | | | |
| 31. | $15,000 - $17,999 | | | $5,000 - $5,999 | | | |
| 32. | $18,000 - $23,999 | | | $6,000 - $7,999 | | | |
| 33. | $24,000 - $29,999 | | | $8,000 - $9,999 | | | |
| 34. | $30,000 - $35,999 | | | $10,000 - $11,999 | | | |
| 35. | $36,000 - $41,999 | | | $12,000 - $13,999 | | | |
| 36. | $42,000 - $47,999 | | | $14,000 - $15,999 | | | |
| 37. | $48,000 - $53,999 | | | $16,000 - $17,999 | | | |
| 38. | $54,000 - $59,999 | | | $18,000 - $19,999 | | | |
| 39. | $60,000 and over | | | $20,000 and over | | | |
| 40. | TOTAL | | | TOTAL | | | |

# Fiscal Operations Report, Part III

Name of school _____
OPEID Number _____ State _____

## Part III. Federal Perkins Loan Program for Award Year July 1, 2005 through June 30, 2006

*Section A. Fiscal Report (Cumulative) as of June 30, 2006*

| Field Item | Amount (a) | Number of Borrowers (b) | Debit Balances (c) | Credit Balances (d) |
|---|---|---|---|---|
| 1.1. Cash on hand and in depository as of 6/30/2006 | | | $_____ | |
| 1.2. Cash on hand and in depository as of 10/31/2006 | $_____ | | | |
| 2. Funds receivable from federal government | | | $_____ | |
| 3. Funds receivable from school | | | $_____ | |
| 4. Funds advanced to students | | _____ | $_____ | |
| 5. Loan principal collected | | _____ | | $_____ |
| 6. Loan principal assigned to and accepted by the United States | | _____ | | $_____ |
| Loan principal canceled: | | | | |
| 7. -for teaching/military service (applies to loans made prior to 07/01/1972) | | _____ | | $_____ |
| 8. -for certain subject matter teaching service (math, science, foreign languages, bilingual education) | | _____ | | $_____ |
| 9. -for all other authorized teaching service | | _____ | | $_____ |
| 10. -for military service (applies to loans made 07/01/1972 and after) | | _____ | | $_____ |
| 11. -for volunteer service | | _____ | | $_____ |
| 12. -for law enforcement and corrections officer service | | _____ | | $_____ |
| 13. -for child/family/early intervention service | | _____ | | $_____ |
| 14. -for nurse/medical technician service | | _____ | | $_____ |
| 15. -for death/disability | | _____ | | $_____ |
| 16. -for bankruptcy | | _____ | | $_____ |
| 17. -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 school | | | $_____ | |
| 23. Interest income on loans | | | | $_____ |
| 24. Other income | | | | $_____ |
| 25. Reimbursements to the Fund of the 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) | | | $_____ | |
| Cost of loan principal and interest canceled: | | | | |
| 27. -for teaching/military service (applies to loans made prior to 07/01/1972) | | | $_____ | |
| 28 -for certain subject matter teaching service (math, science, foreign languages, bilingual education) | | | $_____ | |
| 29. -for all other authorized teaching service (applies to loans made 07/01/1972 and after) | | | $_____ | |
| 30. -for military service (applies to loans made 07/01/1972 and after) | | | $_____ | |
| 31. -for volunteer service in the Peace Corps or under the Domestic Volunteer Service Act of 1973 | | | $_____ | |
| 32. -for law enforcement and corrections officer service | | | $_____ | |
| 33. -for child/family/early intervention service | | | $_____ | |
| 34. -for nurse/medical technician service | | | $_____ | |
| 35. -because of death/disability | | | $_____ | |
| 36. -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 1.1 through 39) | | | $_____ | $_____ |

# Fiscal Operations Report, Part III (continued)

Name of school _____
OPEID Number _____ State _____

## Part III. Federal Perkins Loan Program for Award Year July 1, 2005 through June 30, 2006

*Section B. Fund Activity (Annual) During the 2005-2006 Award Year (July 1, 2005 through June 30, 2006)*

| | Number of Borrowers (a) | Amount (b) |
|---|---|---|
| **1. Final adjusted Federal Capital Contribution (FCC) authorization** | | $_____ |
| **2. FCC transferred to:** | | |
| **a. FSEOG** | | $_____ |
| **b. FWS** | | $_____ |
| **3. The unexpended amount of final adjusted authorized FCC for award year 2005-2006 that was NOT requested from GAPS by June 30, 2006. This amount will be reduced from your total award amount next spring (see instructions).** | | $_____ |
| **4. Institutional Capital Contribution (ICC) deposited into the Fund between July 1, 2005 and June 30, 2006** | | $_____ |
| **5. Loans advanced to students from the Fund during the 2005-2006 award year (minus 2005-2006 award year refunds)** | | $_____ |
| **6. Administrative cost allowance claimed for the 2005-2006 award year (see instructions)** | | $_____ |
| **7. Total prinicipal and interest repaid by borrowers from all sources during the 2005-2006 award year** | _____ | $_____ |
| **8. Total principal repaid by borrowers from all sources during the 2005-2006 award year for loans in default for more than 2 years but not more than 5 years** | _____ | $_____ |
| **9. Total principal repaid by borrowers from all sources during the 2005-2006 award year for loans in default for more than 5 years** | _____ | $_____ |

# Fiscal Operations Report, Part III (continued)

Name of school _____
OPEID Number _____ State _____

## Part III. Federal Perkins Loan Program for Award Year July 1, 2005 through June 30, 2006

### *Section C. Cumulative Repayment Information as of June 30, 2006*

| **Status of borrowers as of June 30, 2006** | **Amount (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 U.S. Department of Education as of June 30, 2006** (Note: Field 2 equals the sum of Field 2.1 plus Field 2.2) | | _____ | $_____ | $_____ |
| **2.1. Assignments due to default or liquidation** | | _____ | $_____ | $_____ |
| **2.2. Assignments due to total and permanent disability discharge** | | _____ | $_____ | $_____ |
| **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 but not more than 5 years** | | _____ | $_____ | $_____ |
| **5.4. In default more than 5 years** | | _____ | $_____ | $_____ |

**Cohort Default Rate (Sections D and E)**

**My school had less than 30 borrowers who entered repayment in the 2004-2005 award year. _____ yes _____ no**

### *Section D. Schools with 30 or More Borrowers Who Entered Repayment in the 2004-2005 Award Year*

**1.1. Number of borrowers who entered repayment in 2004-2005** _____

**1.2. Number of borrowers from Field 1.1 above with loans in default by June 30, 2006** _____

**1.3. Cohort default rate ((Field 1.2 / Field 1.1) x 100)** _____

### *Section E. Schools with Fewer than 30 Borrowers Who Entered Repayment in the 2004-2005 Award Year*

| **2.1. Number of borrowers who entered repayment in:** | | **2.2. Number of borrowers with loans in default by:** | |
|---|---|---|---|
| **(a) 2002-2003 (07/01/2002-06/30/2003)** | _____ | **(a) June 30, 2004 (those in 2.1(a) only)** | _____ |
| **(b) 2003-2004 (07/01/2003-06/30/2004)** | _____ | **(b) June 30, 2005 (those in 2.1(b) only)** | _____ |
| **(c) 2004-2005 (07-01/2004-06/30/2005)** | _____ | **(c) June 30, 2006 (those in 2.1(c) only)** | _____ |

**2.3. Total number of borrowers who entered repayment during the three years above (fields 2.1(a) + 2.1(b) + 2.1(c))** _____

**2.4. Total number of borrowers with loans in default during the three years above (fields 2.2(a) + 2.2(b) + 2.2(c))** _____

**2.5. Cohort default rate ((Field 2.4 / Field 2.3) x 100)** _____

# Fiscal Operations Report, Part IV

Name of school _____
OPEID Number _____ State _____

Part IV. Federal Supplemental Educational Opportunity Grant (FSEOG) Program for Award Year July 1, 2005 through June 30, 2006

## *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** **+$**_____
**3. Federal Perkins Federal Capital Contribution funds transferred to and spent in FSEOG** **+$**_____
**4. 2006-2007 FSEOG funds carried back and spent in 2005-2006** **+$**_____
**5. Additional 2006-2007 FSEOG funds carried back and spent for 2006 summer enrollment** **+$**_____
**6. 2004-2005 funds carried forward and spent in 2005-2006** **+$**_____
**7. 2005-2006 funds carried forward to be spent in 2006-2007** **- $**_____
**8. 2005-2006 funds carried back and spent in 2004-2005** **- $**_____
**9. Additional 2005-2006 funds carried back and spent for 2005 summer enrollment** **- $**_____
**10. Total federal funds available for 2005-2006 FSEOG (fields 1 + 2 + 3 + 4 + 5 + 6 - 7 - 8 - 9)** **$**_____

## *Section C. Funds to FSEOG Recipients*

**11. Total funds to FSEOG recipients (fields 12 + 13)** **$**_____
**12. Non-federal share of funds to FSEOG recipients (25 percent of Field 11)** **$**_____
**a. Cash outlay contributed** **$**_____
**b. Other resources designated** **$**_____

## *Section D. Federal Funds Spent for FSEOG Program*

**13. Federal share of funds to FSEOG recipients (75 percent of Field 11)** **$**_____
**14. Administrative cost allowance claimed** **+$**_____
**15. Federal funds spent for FSEOG (fields 13 + 14)** **$**_____

## *Section E. Use of FSEOG Authorization*

**16. Expended FSEOG authorization ((fields 7 + 8 + 9 + 15) minus (fields 2 + 3 + 4 + 5 + 6))** **$**_____
**17. Unexpended FSEOG authorization (Field 1 - Field 16) (cannot be negative)** **$**_____

# Fiscal Operations Report, Part V

Name of school _____
OPEID Number _____ State _____

Part V. Federal Work-Study (FWS) Program for Award Year July 1, 2005 through June 30, 2006

## *Section A. Federal Funds Authorized for FWS*

**1. Final adjusted FWS authorization** $_____

## *Section B. Federal Funds Available for FWS Expenditures*

**2. Federal Perkins Federal Capital Contribution funds transferred to and spent in FWS** +$_____
**3. FWS funds transferred to and spent in FSEOG** -$_____
**4. 2006-2007 FWS funds carried back and spent in 2005-2006** +$_____
**5. Additional 2006-2007 FWS funds carried back and spent for 2006 summer enrollment** +$_____
**6. 2004-2005 funds carried forward and spent in 2005-2006** +$_____
**7. 2005-2006 funds carried forward to be spent in 2006-2007** - $_____
**8. 2005-2006 funds carried back and spent in 2004-2005** - $_____
**9. Additional 2005-2006 funds carried back and spent for 2005 summer enrollment** - $_____
**10. Total federal funds available for 2005-2006 FWS (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 earned compensation** $_____
- **b. Off-campus earned compensation for public or private non-profit agencies, excluding amounts reported in Field 11c** $_____
- **c. Off-campus earned compensation for agencies that were unable to pay regular non-federal share and had a federal share up to 90 percent** $_____
- **d. Off-campus earned compensation for private for-profit organizations** $_____

**12. Total school share of earned compensation (see instructions)** $_____

## *Section D. Funds Spent from Federal Share of FWS*

**13. Total federal share of FWS earned compensation** $_____
- **a. Federal share paid at a rate up to 75 percent** $_____
- **b. Federal share paid at a rate up to 100 percent for waivers of non-federal share** $_____
- **c. Federal share paid at a rate up to 90 percent for agencies that were unable to pay regular non-federal share** $_____
- **d. Federal share paid at a rate up to 50 percent for off-campus, private for-profit organizations** $_____

**14. Administrative cost allowance claimed** +$_____
**15. Federal share of Job Location and Development (JLD) Program expenditures** +$_____
**16. Total federal funds spent for FWS (fields 13 + 14 + 15)** $_____

## *Section E. Use of 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. Information About the Job Location and Development (JLD) Program*

**19. Total expenditures for the JLD Program** $_____
**20. School expenditures for the JLD Program (see instructions)** $_____
**21. Number of students for whom jobs were located or developed** _____
**22. Total earnings of the students in Field 21 above** $_____

# Fiscal Operations Report, Part V (continued)

Name of school _____
OPEID Number _____ State _____

Part V. Federal Work-Study (FWS) Program for Award Year July 1, 2005 through June 30, 2006

## *Section G. Information About FWS Students Employed in Community Service Activities*

**23. Number of students in community service employment** _____

**24. Federal share of community service earned compensation** $_____

**25. Non-federal share of community service earned compensation** $_____

## *Section H. Information About FWS Students Employed as Reading Tutors of Children or Employed in Family Literacy Activities*

**26. Number of FWS students employed as reading tutors of children or employed in family literacy activities** _____

**27. Federal share of earned compensation for FWS students employed as reading tutors of children or employed in family literacy activities** $_____

**a. Amount of the federal share in Field 27 spent on community service employment** $_____

**28. Total earned compensation for FWS students employed as reading tutors of children or employed in family literacy activities** $_____

## *Section I. Information About FWS Students Employed as Mathematics Tutors of Children*

**29. Number of FWS students employed as mathematics tutors of children** _____

**30. Federal share of earned compensation for FWS students employed as mathematics tutors of children** $_____

**31. Total earned compensation for FWS students employed as mathematics tutors of children** $_____

# Fiscal Operations Report, Part VI

Name of school _____
OPEID Number _____ State _____

Part VI. Program Summary for Award Year July 1, 2005 through June 30, 2006

*Section A. Distribution of Program Recipients and Expenditures by Type of Student*

| Taxable and Untaxed Income Category / Student Type | Federal Perkins Loan | | FSEOG | | FWS | | Unduplicated |
|---|---|---|---|---|---|---|---|
| | Recipients (a) | Funds (b) | Recipients (c) | Funds (d) | Recipients (e) | Funds (f) | Recipients (g) |
| **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. Total | | | | | | | |
| 17. Total less-than-full-time students | | | | | | | |
| 18. Total "Automatic" Zero EFC students | | | | | | | |

# Fiscal Operations Report, Part VI (continued)

Name of school _____
OPEID Number _____ State _____

Part VI. Program Summary for Award Year July 1, 2005 through June 30, 2006

*Section B. Calculating the Administrative Cost Allowance*

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

## Step 1. Calculate the amount spent in 2005-2006 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 11)** | **+$**_____ |
| **4. Total amount spent (fields 1 + 2 + 3)** | **$**_____ |

## Step 2. Calculate the administrative cost allowance

**Schools whose total amount spent was $2,750,000 or less**

| | |
|---|---|
| **5. Enter total amount spent (Field 4)** | **$**_____ |
| **6. Multiply** | **x 0.05** |
| **7. Total administrative cost allowance—go to Step 3** | **$**_____ |

**Schools whose total amount spent was more than $2,750,000 but less than $5,500,000**

| | |
|---|---|
| **8. Enter total amount spent (Field 4)** | **$**_____ |
| **9. Subtract** | **- $ 2,750,000** |
| **10. Expenditures over $2,750,000 (Field 8 - Field 9)** | **$**_____ |
| **11. Multiply** | **x 0.04** |
| **12. Administrative cost allowance on expenditures over $2,750,000 (Field 10 x Field 11)** | **$**_____ |
| **13. Add administrative cost allowance on expenditures of $2,750,000 ($2.75 million x .05)** | **+$**_____ |
| **14. Total administrative cost allowance (Field 12 + Field 13)—go to Step 3** | **$**_____ |

**Schools whose total amount spent was $5,500,000 or more**

| | |
|---|---|
| **15. Enter total amount spent (Field 4)** | **$**_____ |
| **16. Subtract** | **- $ 5,500,000** |
| **17. Expenditures over $5,500,000 (Field 15 - Field 16)** | **$**_____ |
| **18. Multiply** | **x 0.03** |
| **19. Administrative cost allowance on expenditures over $5,500,000 (Field 17 x Field 18)** | **$**_____ |
| **20. Add administrative cost allowance on expenditures of $5,500,000 ([$2.75 million x .05] + Field 12)** | **+$**_____ |
| **21. Total administrative cost allowance (Field 19 + Field 20)—go to Step 3** | **$**_____ |

## Step 3. Decide how much administrative cost allowance your school claimed

| | |
|---|---|
| **22. How much administrative cost did your school claim? (The amount may be the same or less than the amount calculated in Step 2.)** | **$**_____ |
| **23. How much administrative cost did your school claim in each program?** | |
| **a. Federal Perkins Loan (must be the same as Part III, Section B, Field 6)** | **$**_____ |
| **b. FSEOG (must be the same as Part IV, Section D, Field 14)** | **$**_____ |
| **c. FWS (must be the same as Part V, Section D, Field 14)** | **$**_____ |