

**1999-2000 REVIEW SHEET FOR THE
LEVERAGING EDUCATIONAL ASSISTANCE PARTNERSHIP (LEAP) PROGRAM
PERFORMANCE REPORT**

Please read the instructions for each item before completing the Performance Report.

BEFORE YOU MAIL THE LEVERAGING EDUCATIONAL ASSISTANCE PARTNERSHIP PROGRAM PERFORMANCE REPORT, CHECK THE FOLLOWING:

- ❑ Be sure you entered the total State (non-Federal) expenditures as requested in item 1. This amount represents the actual expenditure of the projected total amount you reported on item 7. of your FY 1999 application.
- ❑ The sum of the elements as reported on the form in each column of items 2.a., 2.b., 3., and 4.c. **must equal** the "Totals" reported in each respective column of these items. If a student attends two different types of institutions within the award year, only account for that student once on your report. Include the count of that student in the table by the type of institution at which the student ended the award year. However, report the expenditure by type of institution according to how they were paid to that student
 - Example: A student attends a 2-year public institution where he receives a \$750 state [LEAP] grant award for the first semester. He then transfers mid-year to a 4-year public institution where he receives the remainder of his state grant award. For the purposes of accounting for this student in your LEAP Program performance report, you would count the student in the table as attending the public 4-year institution. The \$750 expenditure (state/federal) would be tabulated in the table showing that the funds were spent at the 2-year institution and the remainder expenditures (state/federal) spent at the 4-year institution.
- ❑ The total Federal expenditures in 2.b. **must be equal to or less than** 20 percent of your 1999 Federal allotment.
- ❑ The total number of dependent and independent students reported in items 3. and 4.c. **must equal** the sum of the total number of student reported in items 2.a. and 2.b.
- ❑ The Federal and State total funds reported in items 3. And 4.c. **must equal** the sum of the Federal and State total funds reported in items 2.a. and 2.b.
- ❑ The sum of Total State Funds (2.a. + 2.b.) represents the actual expenditure of the projected amount you reported on item 10. of your FY 1999 LEAP application.
- ❑ Be sure an authorized official of the agency signed and dated the report in Section V. Please provide the agency's current telephone and fax numbers.