

U.S. DEPARTMENT OF  
**ENERGY**

Office of  
**ENERGY EFFICIENCY &  
RENEWABLE ENERGY**

# Get to Know Your SF-425 The Federal Financial Report

Henry Fowler – PMP, CEM  
Project Officer  
State Energy Program

October 3, 2017



# Get to Know your SF-425 – Federal Financial Report

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## Objectives

- Describe what each field means.
- Why each field is important, and why we need the info.
- How Project Officers use the information to monitor States and assess program risk.
- Connect you with resources to assist in preparing the form.
- Audience participation... Please Do!

## Poll

- ✓ Level of experience with the Financial Report

- SF-425
- Federal Financial Report

The “Formal” report shows cumulative amounts only

FEDERAL FINANCIAL REPORT						
(Follow form instructions)						
1. Federal Agency and Organizational Element to Which Report is Submitted Department of Energy (DOE)		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) EE0007492			Page	1 of 1 pages
3. Recipient Organization (Name and complete address including Zip code) STATE OF UTAH 80 E. South Temple, Ste 300 Salt Lake City, UT 841110000						
4a. DUNS Number 988475751	4b. EIN 876000545	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	7. Basis of Accounting <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	
8. Project/Grant Period From: (Month, Day, Year) 07/01/2016				To: (Month, Day, Year) 06/30/2018		9. Reporting Period End Date (Month, Day, Year) 06/30/2017
10. Transactions					Cumulative	
<i>(Use lines a-c for single or multiple grant reporting)</i>						
<b>Federal Cash (To report multiple grants, also use FFR Attachment):</b>						
a. Cash Receipts					\$204,254.43	
b. Cash Disbursements					\$400,320.00	
c. Cash on Hand (line a minus b)					(\$196,065.57)	
<i>(Use lines d-o for single grant reporting)</i>						
<b>Federal Expenditures and Unobligated Balance:</b>						
d. Total Federal funds authorized					\$400,320.00	
e. Federal share of expenditures					\$400,320.00	
f. Federal share of unliquidated obligations					\$0.00	
g. Total Federal share (sum of lines e and f)					\$400,320.00	
h. Unobligated balance of Federal funds (line d minus g)					\$0.00	
<b>Recipient Share:</b>						
i. Total recipient share required					\$80,064.00	
j. Recipient share of expenditures					\$80,064.00	
k. Remaining recipient share to be provided (line i minus j)					\$0.00	
<b>Program Income:</b>						
l. Total Federal program income earned					\$0.00	
m. Program income expended in accordance with the deduction alternative					\$0.00	
n. Program income expended in accordance with the addition alternative					\$0.00	
o. Unexpended program income (line l minus line m or line n)					\$0.00	
11. Indirect						
a. Type		b. Rate	c. Period From Period To		d. Base	e. Amount Charged
Fixed		10.00%	07/01/2016 06/30/2017		\$320,710.00	\$32,071.00
					f. Federal Share	
					\$28,435.00	
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:						
13. Certification: By signing this report, I certify that it is true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent information may subject me to criminal, civil, or administrative penalties. (U.S.Code, Title 18, Section 1001)						
a. Typed or Printed Name and Title of Authorized Certifying Official Michele Pasker				c. Telephone (Area Code, number and extension) (801) 538-8727		
				d. Email address mpasker@utah.gov		
b. Signature of Authorized Certifying Official /s/ signed electronically */				e. Date Report Submitted (Month, day, Year) 08/09/2017		
14. Agency use only:						
Standard Form 425 - Revised 10/11/2011 OMB Approval Number: 4040-0014 Expiration Date: 01/31/2019						
<b>Paperwork Burden Statement</b> According to the Paperwork Reduction Act, as amended, no persons are required to respond to a collection of information unless it displays a valid OMB Control Number. The valid OMB control number for this information collection is 0348-0061. Public reporting burden for this collection of information is estimated to average 1.5 hours per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork reduction Project(0348-0060), Washington, DC 20503.						

# Get to Know your SF-425 – Federal Financial Report

## FEDERAL FINANCIAL REPORT

(Follow form instructions)

1. Federal Agency and Organizational Element to Which Report is Submitted Department of Energy (DOE)		2. Federal Grant or Other Identifying Number Assigned by Federal Agency (To report multiple grants, use FFR Attachment) EE0007492		Page 1	of 1 pages
3. Recipient Organization (Name and complete address including Zip code) STATE OF UTAH 60 E. South Temple, Ste 300 Salt Lake City, UT 841110000					
4a. DUNS Number 968475751	4b. EIN 876000545	5. Recipient Account Number or Identifying Number (To report multiple grants, use FFR Attachment)		6. Report Type <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annual <input type="checkbox"/> Annual <input type="checkbox"/> Final	
				7. Basis of Accounting <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual	
8. Project/Grant Period From: (Month, Day, Year) 07/01/2016			To: (Month, Day, Year) 06/30/2018		9. Reporting Period End Date (Month, Day, Year) 06/30/2017

# Get to Know your SF-425 – Federal Financial Report

10. Transactions						Cumulative	
<i>(Use lines a-c for single or multiple grant reporting)</i>							
<b>Federal Cash (To report multiple grants, also use FFR Attachment):</b>							
a. Cash Receipts						\$204,254.43	
b. Cash Disbursements						\$400,320.00	
c. Cash on Hand (line a minus b)						(\$196,065.57)	
<i>(Use lines d-o for single grant reporting)</i>							
<b>Federal Expenditures and Unobligated Balance:</b>							
d. Total Federal funds authorized						\$400,320.00	
e. Federal share of expenditures						\$400,320.00	
f. Federal share of unliquidated obligations						\$0.00	
g. Total Federal share (sum of lines e and f)						\$400,320.00	
h. Unobligated balance of Federal funds (line d minus g)						\$0.00	
<b>Recipient Share:</b>							
i. Total recipient share required						\$80,064.00	
j. Recipient share of expenditures						\$80,064.00	
k. Remaining recipient share to be provided (line i minus j)						\$0.00	
<b>Program Income:</b>							
l. Total Federal program income earned						\$0.00	
m. Program income expended in accordance with the deduction alternative						\$0.00	
n. Program income expended in accordance with the addition alternative						\$0.00	
o. Unexpended program income (line l minus line m or line n)						\$0.00	
11. Indirect	a. Type	b. Rate	c. Period From Period To		d. Base	e. Amount Charged	f. Federal Share
	Fixed	10.00%	07/01/2016	06/30/2017	\$320,710.00	\$32,071.00	\$28,435.00
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation:							





## Federal Financial Report (SF-425)

OMB Approval Number: 4040-0014  
Expiration Date: 01/31/2019

Reporting Period: 04/01/2017 - 06/30/2017 Approved ▼

Print / Export

Cumulative for:  life of grant  budget period  

### Federal Outlays Reported On The Quarterly Performance Report For This Period

PPR Status: Approved

[-] Title(s) (hide details...)	Activity Status	Previously Reported	This Period Outlays	Cumulative To Date
Admin Program Support (Policy, Planning and Energy Security)	Active	\$223,694.93	\$121,828.60	\$345,523.53
Agriculture Energy Efficiency (AgEE) Program (Industry)	Active	\$0.00	\$0.00	\$0.00
Alternative Transportation Program (Transportation)	Active	\$3,360.36	\$20,000.00	\$23,360.36
Buildings (Buildings)	Active	\$2,527.76	\$17,512.00	\$20,039.76
Education and Outreach (Energy Education)	Active	\$214.44	\$7,708.61	\$7,923.05
Industrial Energy Efficiency (Industry)	Active	\$104.00	\$779.30	\$883.30
Renewable Energy Support (Electric Power and Renewable Energy)	Active	\$2,590.00	\$0.00	\$2,590.00
Water-Energy-Food Nexus Initiative (Policy, Planning and Energy Security)	Active	\$0.00	\$0.00	\$0.00
<b>Total Outlays</b>		<b>\$232,491.49</b>	<b>\$167,828.51</b>	<b>\$400,320.00</b>

Account or Identifying Number:

Basis:  Cash  Accrual

PAGE Shows  
“This Period”  
and  
and  
“Cumulative”

# Get to Know your SF-425 – Federal Financial Report

## 10. Transactions

<b>Federal Cash</b>	<b>Previously Approved</b>	<b>This Period</b>	<b>Cumulative</b>
a. Cash Receipts	\$204,254.43	\$0.00	\$204,254.43
b. Cash Disbursements	\$232,491.49	\$167,828.51	\$400,320.00
c. Cash on Hand (line a minus b)	(\$28,237.06)	(\$167,828.51)	(\$196,065.57)

<b>Federal Expenditures and Unobligated Balance</b>	<b>Previously Approved</b>	<b>This Period</b>	<b>Cumulative</b>
d. Total Federal Funds Authorized			\$400,320.00
e. Federal Share of Expenditures	\$232,491.49	\$167,828.51	\$400,320.00
f. Federal Share of Unliquidated Obligations	\$0.00		\$0.00
g. Total Federal Share (sum of lines e and f)	\$232,491.49		\$400,320.00
h. Unobligated Balance of Federal Funds (line d minus g)			\$0.00

## Federal Cash



## Expenditures

Federal Funds Only



## Recipient/State Share/Match

(Any Match Pledged, including State Match, PVE Match, etc.)



## Program Income

Ask Your Project Officer for Guidance on Reporting



### 10. Transactions

Federal Cash	Previously Approved	This Period	Cumulative
a. Cash Receipts	\$133,066.77	\$ 118,400.42	\$ 251,467.19
b. Cash Disbursements	\$251,467.19	\$ 0.00	\$ 251,467.19
c. Cash on Hand (line a minus b)	(\$118,400.42)	\$ 118,400.42	\$ 0.00

Federal Expenditures and Unobligated Balance	Previously Approved	This Period	Cumulative
d. Total Federal Funds Authorized			\$ 849,140.00
e. Federal Share of Expenditures	\$251,467.19	\$ 0.00	\$ 251,467.19
f. Federal Share of Unliquidated Obligations	\$0.00		\$ 0.00
g. Total Federal Share (sum of lines e and f)	\$251,467.19		\$ 251,467.19
h. Unobligated Balance of Federal Funds (line d minus g)			\$ 597,672.81

Recipient Share	Previously Approved	This Period	Cumulative
i. Total Recipient Share Required	\$169,926.00	\$ 0.00	\$ 169,926.00
j. Recipient Share of Expenditures (46% to date)	\$116,313.07	\$ 0.00	\$ 116,313.07
k. Remaining Recipient Share to Be Provided (line i minus j)	\$53,612.93	\$ 0.00	\$ 53,612.93

Program Income	Previously Approved	This Period	Cumulative
l. Total Federal Program Income Earned	\$0.00	\$ 0.00	\$ 0.00
m. Program Income Expended in Accordance with the Deduction Alternative	\$0.00	\$ 0.00	\$ 0.00
n. Program Income Expended in Accordance with the Addition Alternative	\$0.00	\$ 0.00	\$ 0.00
o. Unexpended Program Income (line l minus line m or line n)	\$0.00	\$ 0.00	\$ 0.00



## Indirect Expenses



### 11. Indirect Expense

a. Type	b. Rate	c. Period	d. Base	e. Amt. Charged	f. Federal Share
Previously Approved:			\$192,208.93	\$8,572.52	\$8,572.52
No records found					
g. Totals:			\$0.00	\$0.00	\$0.00

Add New Record

## Petroleum Violation Funds



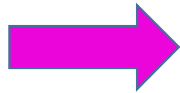
### Petroleum Violation Escrow (PVE) Funds

PVE Source	Previously Approved	This Period	Cumulative
STRIPPER	\$0.00	\$10,000.00	\$10,000.00
Totals:	\$0.00	\$10,000.00	\$10,000.00

Add New Record

## Leveraged Funds

(ALWAYS reported outside of budget)



### Leveraged Funds (Third Parties Funds)

Leveraged Source	Previously Approved	This Period	Cumulative
Private Sector	\$0.00	\$25,000.00	\$25,000.00
Totals:	\$0.00	\$25,000.00	\$25,000.00

Add New Record

## Federal Cash



Federal Cash	Previously Approved	This Period	Cumulative
a. Cash Receipts	\$133,066.77	\$ 118,400.42	\$ 251,467.19
b. Cash Disbursements	\$251,467.19	\$ 0.00	\$ 251,467.19
c. Cash on Hand (line a minus b)	(\$118,400.42)	\$ 118,400.42	\$ 0.00

- 10 a. Federal Cash Receipts
- 10 b. Federal Cash Disbursements
- 10 c. Federal Cash on Hand

What you have drawn from ASAP  
Federal Cash you have paid out  
Line 10a. Minus line 10 b.  
(usually negative, as states spend  
ahead of draws)

## Expenditures

Federal Funds Only



Federal Expenditures and Unobligated Balance	Previously Approved	This Period	Cumulative
d. Total Federal Funds Authorized			\$ 849,140.00
e. Federal Share of Expenditures	\$251,467.19	\$ 0.00	\$ 251,467.19
f. Federal Share of Unliquidated Obligations	\$0.00		\$ 142,344.00
g. Total Federal Share (sum of lines e and f)	\$251,467.19		\$ 251,467.19
h. Unobligated Balance of Federal Funds (line d minus g)			\$ 597,672.81

10 d. Total Federal Funds Authorized

Pre-populated by PAGE, comes from the Assistance Agreement Form

10 e. Federal Fund Expenditures

Federal Funds expended

# Sample Spreadsheet for FFR – Budget by Category/Market

2016-17 BUDGETED	FEDERAL	State Match	Stripper Match	TOTAL Federal & Stripper Match	Stripper Well	TOTAL			
SALARY	\$ 187,071.00	\$ 23,924.00	\$ -	\$ 210,995.00	\$ 84,882.10	\$ 295,877.10			
FRINGE	\$ 97,277.00	\$ 12,440.00	\$ -	\$ 109,717.00	\$ 32,580.53	\$ 142,297.53			
PERSONNEL TOTAL	\$ 284,348.00	\$ 36,364.00	\$ -	\$ 320,712.00	\$117,462.63	\$ 438,174.63			
TRAVEL	\$ 7,500.00	\$ -	\$ -	\$ 7,500.00	\$ 5,022.00	\$ 12,522.00			
SUPPLIES	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	\$ 1,477.37	\$ 3,477.37			
CONTRACTS	\$ 77,000.00	\$ 13,500.00	\$ 18,000.00	\$ 108,500.00	\$214,000.00	\$ 322,500.00			
OTHER	\$ 1,037.00	\$ 8,000.00	\$ 564.00	\$ 9,601.00	\$ 25,174.00	\$ 34,775.00			
TOTAL DIRECT	\$ 371,885.00	\$ 57,864.00	\$ 18,564.00	\$ 448,313.00	\$363,136.00	\$ 811,449.00			
INDIRECT	\$ 28,435.00	\$ 3,636.00	\$ -	\$ 32,071.00	\$ -	\$ 32,071.00			
TOTAL MTDC	\$ 400,320.00	\$ 61,500.00	\$ 18,564.00	\$ 480,384.00	\$363,136.00	\$ 843,520.00			
BUDGET BY MT	FEDERAL	FEDERAL INDIRECT	FEDERAL TOTAL	State Match	Stripper Match	MATCH TOTAL	TOTAL FED & MATCH	Stripper Well non-match	TOTAL COSTS
ADMIN	\$ 293,848.00	\$ 28,435.00	\$322,283.00	\$ 40,000.00		\$ 40,000.00	\$ 362,283.00	\$ 123,962.00	\$ 486,245.00
BLDGS	\$ 20,000.00		\$ 20,000.00			\$ -	\$ 20,000.00	\$ 50,000.00	\$ 70,000.00
INDUST EE	\$ 20,000.00		\$ 20,000.00			\$ -	\$ 20,000.00	\$ 10,000.00	\$ 30,000.00
EDUCATION	\$ 18,037.00		\$ 18,037.00	\$ 4,000.00	\$ 8,564.00	\$ 12,564.00	\$ 30,601.00	\$ 10,000.00	\$ 40,601.00
AGEE			\$ -		\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 60,000.00	\$ 70,000.00
WATER/EN/FD			\$ -			\$ -	\$ -	\$ 50,000.00	\$ 50,000.00
RENEWABLE			\$ -	\$ 8,000.00		\$ 8,000.00	\$ 8,000.00	\$ 32,000.00	\$ 40,000.00
ALT TRANS	\$ 20,000.00		\$ 20,000.00	\$ 9,500.00		\$ 9,500.00	\$ 29,500.00	\$ 27,174.00	\$ 56,674.00
TOTAL	\$ 371,885.00	\$ 28,435.00	\$400,320.00	\$ 61,500.00	\$ 18,564.00	\$ 80,064.00	\$ 480,384.00	\$ 363,136.00	\$ 843,520.00

# Sample Spreadsheet – Expense Tracking by Market Title/Qtr.

	Q2 FY2017	Q2 FY2017	Q2 FY2017	Q2 FY2017	Q2 FY2017	Q2 FY2017	Q2 FY2017	Q2 FY2017	Q2 FY2017
Q2 FY2017	FED	FEDERAL INDIRECT	FEDERAL TOTAL	State Match	Stripper Match	MATCH TOTAL	TOTAL FED & MATCH	Stripper Well non-match	TOTAL COSTS
ADMIN	\$ 60,414.95		\$ 60,414.95	\$ 25,464.00		\$ 25,464.00	\$ 85,878.95	\$ 30,596.07	\$ 116,475.02
BLDGS	\$ 27.76		\$ 27.76			\$ -	\$ 27.76		\$ 27.76
INDUST EE			\$ -			\$ -	\$ -		\$ -
EDUCATION	\$ 214.44		\$ 214.44			\$ -	\$ 214.44		\$ 214.44
AGEE			\$ -			\$ -	\$ -		\$ -
WATER/EN/FD			\$ -			\$ -	\$ -		\$ -
RENEWABLE			\$ -			\$ -	\$ -	\$ 35.00	\$ 35.00
ALT TRANS	\$ 163.68		\$ 163.68			\$ -	\$ 163.68	\$ 112.16	\$ 275.84
Q2 TOTAL	\$ 60,820.83	\$ -	\$ 60,820.83	\$ 25,464.00	\$ -	\$ 25,464.00	\$ 86,284.83	\$ 30,743.23	\$ 117,028.06
% OF TOTAL			15.19%			31.80%	17.96%	8.47%	13.87%
	Q3 FY2017	Q3 FY2017	Q3 FY2017	Q3 FY2017	Q3 FY2017	Q3 FY2017	Q3 FY2017	Q3 FY2017	Q3 FY2017
Q3 FY2017	FED	FEDERAL INDIRECT	FEDERAL TOTAL	State Match	Stripper Match	MATCH TOTAL	TOTAL FED & MATCH	Stripper Well non-match	TOTAL COSTS
ADMIN	\$ 85,870.51	\$ -	\$ 85,870.51	\$ -	\$ -	\$ -	\$ 85,870.51	\$ 27,417.24	\$ 113,287.75
BLDGS	\$ 2,500.00	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ 2,500.00
INDUST EE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EDUCATION	\$ -	\$ -	\$ -	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 4,000.00	\$ 3,500.00	\$ 7,500.00
AGEE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 177.57	\$ 177.57
WATER/EN/FD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RENEWABLE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ALT TRANS	\$ 196.68	\$ -	\$ 196.68	\$ -	\$ -	\$ -	\$ 196.68	\$ 102.14	\$ 298.82
Q3 TOTAL	\$ 88,567.19	\$ -	\$ 88,567.19	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 92,567.19	\$ 31,196.95	\$ 123,764.14
% OF TOTAL			22.12%			5.00%	19.27%	8.59%	14.67%



## Sample Spreadsheet for FFR – Summary “Year to Date”

YEAR TO DATE	FED	FEDERAL INDIRECT	FEDERAL TOTAL	State Match	Stripper Match	MATCH TOTAL	TOTAL FED & MATCH	Stripper Well non-match	TOTAL COSTS
ADMIN	\$ 317,088.53	\$ 28,435.00	\$ 345,523.53	\$ 51,000.00	\$ 564.00	\$ 51,564.00	\$ 397,087.53	\$ 128,045.59	\$ 525,133.12
BLDGS	\$ 20,039.76	\$ -	\$ 20,039.76	\$ -	\$ -	\$ -	\$ 20,039.76	\$ -	\$ 20,039.76
INDUST EE	\$ 883.30	\$ -	\$ 883.30	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 3,383.30	\$ -	\$ 3,383.30
EDUCATION	\$ 7,923.05	\$ -	\$ 7,923.05	\$ 9,500.00	\$ 4,500.00	\$ 14,000.00	\$ 21,923.05	\$ 3,500.00	\$ 25,423.05
AGEE	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 30,177.57	\$ 40,177.57
WATER/EN/FD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
RENEWABLE	\$ 2,590.00	\$ -	\$ 2,590.00	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 3,590.00	\$ 2,639.07	\$ 6,229.07
ALT TRANS	\$ 23,360.36	\$ -	\$ 23,360.36	\$ 1,000.00	\$ -	\$ 1,000.00	\$ 24,360.36	\$ 36,916.68	\$ 61,277.04
YTD TOTAL	\$ 371,885.00	\$ 28,435.00	\$ 400,320.00	\$ 61,500.00	\$ 18,564.00	\$ 80,064.00	\$ 480,384.00	\$ 201,278.91	\$ 681,662.91

- The previous tabs feed into this final “Year to Date” tally

## Expenditures

Federal Funds Only



Federal Expenditures and Unobligated Balance	Previously Approved	This Period	Cumulative
d. Total Federal Funds Authorized			\$ 849,140.00
e. Federal Share of Expenditures	\$251,467.19	\$ 0.00	\$ 251,467.19
f. Federal Share of Unliquidated Obligations	\$0.00		\$ 142,344.00
g. Total Federal Share (sum of lines e and f)	\$251,467.19		\$ 251,467.19
h. Unobligated Balance of Federal Funds (line d minus g)			\$ 597,672.81

### 10 f. Federal Share of Unliquidated Obligations

= Obligations (Commitments) minus Liquidations (spending)

- Obligations/Commitments are State commitments to spend (contracts, grants)
- Liquidations are the expenditure of its commitments (and other spending)

## Unliquidated Obligations

- **Unliquidated Obligations = Unspent Commitments**
- **Obligations = Commitments by the State to spend in the future**
  - Signed Sub-grants or Sub-contracts
  - Any commitment to spend funds in the future
    - (as determined by State)
- **Liquidations = Spending against those Obligations (or any spending)**
- **Unliquidated Obligations = Commitments – Spending**

# Federal Financial Report – Unliquidated Obligations

2016 STATE ENERGY OBLIGATIONS and EXPENDITURES (FEDERAL SHARE ONLY)									
Recipient	Instrument Number	Federal Funds Obligated or Committed	Energy Education	Transportation	Buildings	Industry	Electrical Power and Renewable Energy	Total Federal Expenditures against Federal Commitments	Total Unspent Federal Commitments "Unliquidated Obligations"
Solar Design, Inc.	SEP16-I	21,000.00				16,960.00		16,960.00	4,040.00
Lemington State U.	SEP16-B	24,000.00			19,675.00			19,675.00	4,325.00
Lodge Lake State College	SEP16-C	28,000.00			24,901.03			24,901.03	3,098.97
ESPC Council	SEP16-D	32,000.00		30,000.00				30,000.00	2,000.00
Forthright State Univ (GSHP Study)	SEP16-EP 1	18,000.00					16,803.00	16,803.00	1,197.00
Forthright State Univ (Ag EE Outreach)	SEP16-EE	4,000.00	3,546.77					3,546.77	453.23
City of Benville (Smart Meters)	SEP16-B a	50,000.00			49,220.98			49,220.98	779.02
Dennehy State College (EE Outreach)	SEP16-EF	16,500.00	14,110.23					14,110.23	2,389.77
Southern Appleton State Univ (ESPC)	SEP16-EG	52,000.00	45,598.92					45,598.92	6,401.08
Terraform Consulting	SEP16-E	14,000.00			12,500.00			12,500.00	1,500.00
EXT Services Co.	SEP16-EQ	-					-	-	-
								-	-
								-	-
<b>Total</b>		<b>259,500.00</b>	63,255.92	30,000.00	106,297.01	16,960.00	16,803.00	<b>233,315.93</b>	<b>26,184.07</b>
<b>Federal Funds expended</b>			63,255.92	30,000.00	106,297.01	16,960.00	16,803.00	<b>233,315.93</b>	
<b>State Funds expended</b>			18,224.00	4,524.00	18,009.00	3,011.00	2,833.00	<b>46,601.00</b>	
<b>Stripper Well expended</b>			12,651.32	6,000.00	21,259.42	3,392.00	3,360.58	<b>46,663.32</b>	
<b>Total Expenditures</b>			<b>94,131.24</b>	<b>40,524.00</b>	<b>145,565.43</b>	<b>23,363.00</b>	<b>22,996.58</b>	<b>326,580.25</b>	



## Expenditures

Federal Funds Only



Federal Expenditures and Unobligated Balance	Previously Approved	This Period	Cumulative
d. Total Federal Funds Authorized			\$ 849,140.00
e. Federal Share of Expenditures	\$251,467.19	\$ 0.00	\$ 251,467.19
f. Federal Share of Unliquidated Obligations	\$0.00		\$ 142,344.00
g. Total Federal Share (sum of lines e and f)	\$251,467.19		\$ 251,467.19
h. Unobligated Balance of Federal Funds (line d minus g)			\$ 597,672.81

10 g. Total Federal Share

Lines e. plus f.

10 h. Unobligated Balance of Federal Funds:

Line d. minus line g. (Uncommitted and Unspent)

(This is the amount remaining for state to obligate and/or expend)



**Recipient/State Share/Match** (Any Match Pledged, including State Match, PVE Match, etc.)



Recipient Share	Previously Approved	This Period	Cumulative
i. Total Recipient Share Required	\$169,926.00	\$ 0.00	\$ 169,926.00
j. Recipient Share of Expenditures (46% to date)	\$116,313.07	\$ 0.00	\$ 116,313.07
k. Remaining Recipient Share to Be Provided (line i minus j)	\$53,612.93	\$ 0.00	\$ 53,612.93

10 i. Total Recipient Share Required

What you have pledged in Match (filled in by State at beginning of year)

10 j. Recipient Share of Expenditures

Pledged Match expended (Note: PAGE calculates % match/federal expenditures)

10 k. Remaining Recipient Share

Line 10i. minus line 10 j. (calculated by PAGE)

## Program Income

Ask Your Project Officer for  
Guidance on Reporting



Program Income	Previously Approved	This Period	Cumulative
l. Total Federal Program Income Earned	\$0.00	<input type="text" value="\$ 0.00"/>	<input type="text" value="\$ 0.00"/>
m. Program Income Expended in Accordance with the Deduction Alternative	\$0.00	<input type="text" value="\$ 0.00"/>	<input type="text" value="\$ 0.00"/>
n. Program Income Expended in Accordance with the Addition Alternative	\$0.00	<input type="text" value="\$ 0.00"/>	<input type="text" value="\$ 0.00"/>
o. Unexpended Program Income (line l minus line m or line n)	\$0.00	<input type="text" value="\$ 0.00"/>	<input type="text" value="\$ 0.00"/>

## Indirect Expenses



### 11. Indirect Expense

a. Type	b. Rate	c. Period	d. Base	e. Amt. Charged	f. Federal Share
Previously Approved:			\$192,208.93	\$8,572.52	\$8,572.52
No records found					
g. Totals:			\$0.00	\$0.00	\$0.00

Add New Record

## Petroleum Violation Funds



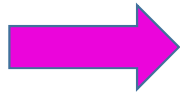
### Petroleum Violation Escrow (PVE) Funds

PVE Source	Previously Approved	This Period	Cumulative
STRIPPER	\$0.00	\$10,000.00	\$10,000.00
Totals:	\$0.00	\$10,000.00	\$10,000.00

Add New Record

## Leveraged Funds

(ALWAYS reported outside of budget)



### Leveraged Funds (Third Parties Funds)

Leveraged Source	Previously Approved	This Period	Cumulative
Private Sector	\$0.00	\$25,000.00	\$25,000.00
Totals:	\$0.00	\$25,000.00	\$25,000.00

Add New Record

## Indirect Expenses



### 11. Indirect Expense

a. Type	b. Rate	c. Period	d. Base	e. Amt. Charged	f. Federal Share
Previously Approved:			\$ 192,208.93	\$ 8,572.52	\$ 8,572.52
No records found					
g. Totals:			\$ 0.00	\$ 0.00	\$ 0.00
<input type="button" value="Add New Record"/>					

### 11. Indirect Expense

- Type of indirect rate (Provisional, Predetermined, Final or Fixed)
- The rate in %
- The period the rate covers
- The amount of the base against which the rate is applied
- Total amount charged
- Federal share of amount on line e.

# Petroleum Violation Funds



Petroleum Violation Escrow (PVE) Funds

PVE Source	Previously Approved	This Period	Cumulative
STRIPPER	\$0.00	\$10,000.00	\$10,000.00
<b>Totals:</b>	<b>\$0.00</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>

Add New Record

## 11. PVE Funds

This is where you include expended PVE funds, but which are not included in line j.



## Leveraged Funds



- Additional to SEP Federal and Match funds (i.e., they would not have been applied to the project in the absence of SEP funds)
- Never part of the SEP budget, only reported after expenditure
- Only reported on this line.

### Leveraged Funds

(ALWAYS reported outside of budget)



#### Leveraged Funds (Third Parties Funds)

Leveraged Source	Previously Approved	This Period	Cumulative
Private Sector	\$0.00	\$25,000.00	\$25,000.00  
<b>Totals:</b>	<b>\$0.00</b>	<b>\$25,000.00</b>	<b>\$25,000.00</b>

[Add New Record](#)

# Get to Know your SF-425 – Federal Financial Report

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## Questions and Discussion