

Career and Technical Education

ACCOUNTABILITY REPORT PART A - Revised

NAME OF PROJECT	PROJECT #
DISTRICT/INSTITUTION	
PROJECT DIRECTOR/PERSON RESPONSIBLE FOR PROJECT ACTIVITIES	
DATE REPORT SUBMITTED TO USOE	

The Accountability Report (Part A) must be completed and submitted with the final request for reimbursement form. Final Payments will not be made until Part A has been submitted and accepted.

This page provides appropriate project detail and must contain the specific project number assigned to the grant.

Choose the appropriate funding category in Section I, page 2 (left column) and indicate the level of federal expenditures. In Section A report local funds expended. Show funds expended for "Reserve" if eligible recipient is receiving Reserve funds under Section 112 (c). If you have expended funds to support One Stop Centers, report this in the "One Stop Center" category. Report all other expenditures in the "Other" category. In Section B indicate the amount of State Leadership funds used by category for Non-Traditional Training Programs, or Corrections/State Institutions. All other State Leadership funds should be reported in the "Other" category. Use Section C to report Tech Prep expenditures.

Provide a brief summary of the major accomplishments made with these funds on page 2, Section II.

Indicate if funds were expended for any of the purposes listed in Section III, page 3, by marking the Yes or No column for each purpose.

Submit the entire packet to the State Office of Education for final payment of the grant award.
Accountability Report Part A is required for all federally-funded projects.

I. FEDERAL EXPENDITURE DATA

Fund Category	EXPENDITURE
Section A - Local Uses of Funds	
Formula	
Reserve (Regional Pathway)	
Section B - State Leadership Funds	
Corrections	
Other Leadership	

II. MAJOR ACCOMPLISHMENTS (Please cite briefly ways in which CTE programs have been improved through use of Federal Funds.)

III. Purposes of funds (indicate if funds were expended for these purposes)

Purpose	Yes	No
Advertising and Promotion		
Promotional items and memorabilia, including models, gifts, and souvenirs.		
Costs of advertising and public relations designed to promote the institution or student groups.		
Alcoholic Beverages		
Alumni Activities		
Bad debts, including losses (whether actual or estimated) arising from uncollectible accounts and other claims, related collection costs, and related legal costs		
Commencements, graduation ceremonies, convocations		
Cost of institution furnished automobiles that relates to personal use by employees		
Costs for defense and prosecution of criminal or civil proceedings, claims, appeals and patent infringement.		
Donations and contributions.		
Entertainment, including amusement, diversion, and social activities and any costs directly associated with such costs (such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities)		
Fines and penalties resulting from violations of, or failure of the institution to comply with, Federal, State, and local or foreign laws and regulations		
Fund raising and investment costs.		
Costs of organized fund raising, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred to raise capital or obtain contributions.		
Costs of investment counsel and staff and similar expenses incurred to enhance income from investments.		
Salaries or expenses for school board		
Goods or services for personal use.		
Housing and personal living expenses.		
Lobbying (attempting to influence the outcome of elections or legislation)		
Membership in any civic or community organization, country club or social organization		
Costs incurred prior to the effective date of the award.		
Relocation costs incurred incident to recruitment of a new employee.		
Scholarships and student aid costs.		
Costs of selling and marketing products or services of the institution		
Costs incurred for intramural activities, student publications, student clubs, and other student activities (excluding Career Technical Student Leadership Organizations (CTS0).		
Unused facilities or unused capacity of partially used facilities.		

By entering the following information and uploading this document, the CTE Director, as the duly authorized representative of the recipient, certifies that the recipient will comply with the above certifications, and that all other information provided in this document is accurate.

Project Director

Date