U.S. DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. CENSUS BUREAU

Worksheet
F-29 (04/07/2015)

2015 ANNUAL SURVEY OF LOCAL GOVERNMENT FINANCES
Multi-Function Special Agencies

OMB No. 0607-0585: Approval Expires 09/30/2017

DUE DATE:

Need help or have questions?

- **Visit**
  census.gov/govs/local
- **Call**
  1-800-832-2839 weekdays, 7AM to 5PM ET
- **Email**
  ewd.local.finance@census.gov

WORKSHEET

DO NOT use this worksheet to respond to the survey, it is intended to assist you with gathering and preparing your data prior to reporting online.

Return to **respond.census.gov/alfin** when you are ready to report online.

LABEL_GOV_NAME1

LABEL_GOV_NAME2

LABEL_TITLE

LABEL_STREET1

LABEL_STREET2

LABEL_CITY LABEL_STATE LABEL_ZIP - LABEL_ZIP4

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GENERAL INSTRUCTIONS

Please read carefully each part and all related definitions and instructions. **Note especially:**

1. Please report amounts covering all funds and accounts of this agency except for any employee retirement funds administered by this agency. **Include** bond redemption and interest funds, and construction or development funds, as well as current funds. **Exclude** refunds and transfers between funds or accounts of this agency.
2. You may report on either a cash or accrual basis.
3. As this worksheet is used for various kinds of agencies, some of the items may not apply to this agency. However, read carefully the definition of each item to determine whether it applies to any of this agency's transactions.
4. Do **not** delay reporting to await finally audited figures, if substantially accurate figures can be supplied on a preliminary basis.

1 Is the addressee title/department and mailing address the same as shown in the address label?

☐ MAIL_CORR_YES Yes – Go to 2

☐ MAIL_CORR_NO No – Enter correct information below

Addressee Title or Department

ATTN: MAIL_CORR_TITLE

Street 1

MAIL_CORR_STREET1

Street 2

MAIL_CORR_STREET2

City

MAIL_CORR_CITY

State

MAIL_CORR_STATE

Zip Code

MAIL_CORR_ZIP MAIL_CORR_ZIP4

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PART 1 – ENDING DATE OF FISCAL YEAR

2 **Which one of the following indicates the ending date of this agency's fiscal year that ended between July 1, 2014 and June 30, 2015?** *Use this fiscal year even though a more recent one may be available. Mark "X" only one box.*

2014

- ☐ July FY_END_JUL
- ☐ August FY_END_AUG
- ☐ September FY_END_SEPT
- ☐ October FY_END_OCT
- ☐ November FY_END_NOV
- ☐ December FY_END_DEC

2015

- ☐ January FY_END_JAN
- ☐ February FY_END_FEB
- ☐ March FY_END_MAR
- ☐ April FY_END_APR
- ☐ May FY_END_MAY
- ☐ June FY_END_JUN

PART 2 – REVENUES

HOW TO REPORT DOLLAR FIGURES

CORRECT marking example – Please print all information clearly in ordinary characters. *(Use care to keep characters in their respective boxes.)*

$Bil.	Mil.	Thou.	Dol.
	1 2 3	4 5 6	7 8 0

INCORRECT marking example – Do not put slashes through "0" or "7".

$Bil.	Mil.	Thou.	Dol.
		~~7~~	8 9 ~~0~~

3 **What was the amount of tax collections during the fiscal year indicated in 2 from all taxes imposed by this agency?**

Include
- Levies for debt service
- Levies for contributions to pension funds
- Levies for other funds or purposes
- Special property taxes (*e.g., automobiles or intangible property*)
- Taxes collected for this agency by another government
- Current and delinquent amounts, penalties, and interest

Exclude
- Receipts from service charges
- Special assessments
- Interest earnings
- Fines
- Any other sources that are not taxes or licenses

A. Property taxes - All taxes on property, real or personal.

Exclude
- Taxes not measured by value
- Payments in lieu of taxes (*should be reported in* **4** *and/or* **5**) T01

Property Taxes

$Mil.	Thou.	Dol.
REV_TAX_PROP		

B. Taxes other than property taxes - *Specify:*

REV_TAX_OTH_OTH_SPECIFY

. . T99

Other Taxes

$Mil.	Thou.	Dol.
REV_TAX_OTH_OTH		

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PART 2 – REVENUES - *Continued*

4 **What was the amount of intergovernmental revenues received by this agency from other governments during the fiscal year indicated in 2?**

Include
- Grants
- Shares of taxes imposed by other governments
- Payments in lieu of taxes
- Reimbursements for services performed for other governments
- Payments under the American Recovery and Reinvestment Act of 2009 (ARRA)

Exclude
- Loans
- Any taxes imposed by this agency which were collected for it by another government (*should be reported in* 3)
- Receipts from utility sales to other governments (*should be reported in* 5)

Specify and report revenue by purpose - (*e.g., water supply, streets and highways, sewerage, transit, health, and hospitals, etc.*).

A. Purpose - *Specify:* REV_INTG_TEMP_1_SPECIFY

Intergovernmental Revenues
$Mil. Thou. Dol.

1. From other local governments . . . . Dxx REV_INTG_LCL_TEMP_1
2. From the State
   Include
   - Any amounts financed wholly or in part from Federal grants to the State (*i.e., pass-throughs*)

   Exclude
   - Collection fees . . . . Cxx REV_INTG_ST_TEMP_1
3. From the Federal government directly . . . . Bxx REV_INTG_FED_TEMP_1

B. Purpose - *Specify:* REV_INTG_TEMP_2_SPECIFY

1. From other local governments . . . . Dxx REV_INTG_LCL_TEMP_2
2. From the State
   Include
   - Any amounts financed wholly or in part from Federal grants to the State (*i.e., pass-throughs*)

   Exclude
   - Collection fees . . . . Cxx REV_INTG_ST_TEMP_2
3. From the Federal government directly . . . . Bxx REV_INTG_FED_TEMP_2

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PART 2 – REVENUES - *Continued*

C. Purpose - *Specify:* REV_INTG_TEMP_3_SPECIFY

	Intergovernmental Revenues $Mil. Thou. Dol.
1. From other local governments . . . . Dxx	REV_INTG_LCL_TEMP_3
2. From the State **Include** • Any amounts financed wholly or in part from Federal grants to the State (*i.e., pass-throughs*) **Exclude** • Collection fees Cxx	REV_INTG_ST_TEMP_3
3. From the Federal government directly . . . . Bxx	REV_INTG_FED_TEMP_3

D. Purpose - *Specify:* REV_INTG_TEMP_4_SPECIFY

1. From other local governments . . . . Dxx	REV_INTG_LCL_TEMP_4
2. From the State **Include** • Any amounts financed wholly or in part from Federal grants to the State (*i.e., pass-throughs*) **Exclude** • Collection fees Cxx	REV_INTG_ST_TEMP_4
3. From the Federal government directly . . . . Bxx	REV_INTG_FED_TEMP_4

5 **What was the amount of revenues, other than tax and intergovernmental revenues, received by this agency during the fiscal year indicated in 2?**

Include
- Revenues of all funds

Exclude
- Refunds and transfers between funds and accounts of this agency

A. Current charges - Gross receipts from fees, sales, rentals, tolls, maintenance assessments, and other charges for commodities or services.

Include
- Utility services, including sales to the Federal, State, or other local governments

Exclude
- Grants and other amounts received from the Federal, State, or other local governments (*should be reported in* 4)

Specify and report revenue by type of current charges:
(*e.g., water supply, sewerage, solid waste, electric supply, parks and recreation, natural resources, airports, etc.*).

	Current Charges $Mil. Thou. Dol.
1. REV_OTH_TEMP_1_SPECIFY . . Axx	REV_OTH_TEMP_1
2. REV_OTH_TEMP_2_SPECIFY . . Axx	REV_OTH_TEMP_2
3. REV_OTH_TEMP_3_SPECIFY . . Axx	REV_OTH_TEMP_3
4. REV_OTH_TEMP_4_SPECIFY . . Axx	REV_OTH_TEMP_4

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PART 2 – REVENUES - *Continued*

B. Special assessments - Compulsory contributions and reimbursements from owners of property benefited by improvements (*e.g., streets, sewers, sidewalks, water extensions, etc.*) as well as for servicing special assessment debt.

Exclude
- Proceeds from sales of special assessment bonds (*should be reported in* 13)
- Maintenance assessments (*should be reported in item A.*) U01

	Other Revenues		
	$Mil.	Thou.	Dol.
U01	REV_OTH_SPEC_ASSM		

C. Receipts from sale of property and other capital assets

Include
- Property sold to other governments

Exclude
- Tax sales (*should be reported in* 3) U11

REV_OTH_RCPT_SALE

D. Interest earnings - Interest received on all deposits and investment holdings of this agency.

Include
- Interest on construction funds

Exclude
- Interest earnings of any employee pension funds U20

REV_OTH_INT

E. Fines and forfeits - Receipts from penalties imposed for violations of law and civil penalties U30

REV_OTH_FINE

F. Royalties - Compensation or portion of proceeds from extraction of natural resources (*e.g., oil, gas, and mineral rights*) U41

REV_OTH_ROY

G. Private donations - Gifts of cash or securities from private individuals or corporations. U50

REV_OTH_DON

H. Miscellaneous other revenues - Revenues of this agency not reported in items A. through G. or questions 3 through 4.

Include
- Insurance claims
- Recoveries of prior year expenditures
- Dividends
- Recorded profits from sale of investments
- Payments in lieu of taxes from private sources

Exclude
- Proceeds from borrowing
- Receipts from sale of security holdings
- Transfers between funds or accounts of this agency
- Employee contributions to employee pension funds
- Interest earnings of any employee pension funds U99

REV_OTH_MSC_OTH_1

	Total Revenues			
	$Bil.	Mil.	Thou.	Dol.
REV	REV_TOT			

6 **What was the total amount of revenues reported on this form** (*Sum of* 3 *through* 5)? . . . . REV

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PART 3 – EXPENDITURES

7 **Were payments made to other governments for services or programs performed on a reimbursement or cost-sharing basis (i.e., intergovernmental expenditures) during the fiscal year indicated in 2?**

- ☐ Yes – *Go to* 8 EXP_INTG_EXIST_YES
- ☐ No – *Go to* 9 EXP_INTG_EXIST_NO

8 **What were the payments made to other governments during the fiscal year indicated in 2?**

	Function - (*e.g., water supply, sewerage, electricity, fire protection, airports, natural resources, housing and community development, solid waste, etc.*). *Specify:*	**Type of recipient government -** (*e.g., municipality, school district, county, State, etc.*). *Specify:*		**Intergovernmental Expenditures** $Mil. Thou. Dol.
A.	EXP_INTG_FUNC_TEMP_1_SPECIFY	EXP_INTG_TYPE_TEMP_1_SPECIFY	xxx	EXP_INTG_TEMP_1
B.	EXP_INTG_FUNC_TEMP_2_SPECIFY	EXP_INTG_TYPE_TEMP_2_SPECIFY	xxx	EXP_INTG_TEMP_2
C.	EXP_INTG_FUNC_TEMP_3_SPECIFY	EXP_INTG_TYPE_TEMP_3_SPECIFY	xxx	EXP_INTG_TEMP_3
D.	EXP_INTG_FUNC_TEMP_4_SPECIFY	EXP_INTG_TYPE_TEMP_4_SPECIFY	xxx	EXP_INTG_TEMP_4

9 **What was the amount of direct expenditures by purpose and type during the fiscal year indicated in 2?**

Include
- Expenditures of all funds other than employee-retirement funds administered by this agency

Exclude
- Transfer between funds or accounts of this agency
- Payments made to other governments (*should be reported in* 8)
- Benefits and payments from self-administered employee pension plans
- Interest on debt (*should be reported in* 10)

Specify purpose - (*e.g., water, sewer, natural resources, solid waste, highways, electric generation, parks and recreation, airports, etc.*).

A. Purpose - *Specify:* EXP_TEMP_1_SPECIFY

Direct Expenditures $Mil. Thou. Dol.

1. Direct expenditures for employee compensation and for supplies, materials, operating leases, and contractual services

   Include
   - Gross salaries and wages before deductions

   Exclude
   - Capital outlays and depreciation/amortization . . . . Exx EXP_CURROP_TEMP_1

2. Construction

   Include
   - Production, additions, replacements, or major structural alterations to buildings and other improvements. . . . . Fxx EXP_CAPOUT_CON_TEMP_1

3. Purchase of equipment, land, and existing structures

   Include
   - Capital leases. . . . . Gxx EXP_CAPOUT_PUR_TEMP_1

Continue with 9 on the next page

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PART 3 – EXPENDITURES - *Continued*

B. Purpose - *Specify:* EXP_TEMP_2_SPECIFY

1. Direct expenditures for employee compensation and for supplies, materials, operating leases, and contractual services

Include
- Gross salaries and wages before deductions

Exclude
- Capital outlays and depreciation/amortization . . . . Exx

Direct Expenditures
$Mil. Thou. Dol.
EXP_CURROP_TEMP_2

2. Construction

Include
- Production, additions, replacements, or major structural alterations to buildings and other improvements. . . . . Fxx

EXP_CAPOUT_CON_TEMP_2

3. Purchase of equipment, land, and existing structures

Include
- Capital leases. . . . . Gxx

EXP_CAPOUT_PUR_TEMP_2

C. Purpose - *Specify:* EXP_TEMP_3_SPECIFY

1. Direct expenditures for employee compensation and for supplies, materials, operating leases, and contractual services

Include
- Gross salaries and wages before deductions

Exclude
- Capital outlays and depreciation/amortization . . . . Exx

EXP_CURROP_TEMP_3

2. Construction

Include
- Production, additions, replacements, or major structural alterations to buildings and other improvements. . . . . Fxx

EXP_CAPOUT_CON_TEMP_3

3. Purchase of equipment, land, and existing structures

Include
- Capital leases. . . . . Gxx

EXP_CAPOUT_PUR_TEMP_3

D. Purpose - *Specify:* EXP_TEMP_4_SPECIFY

1. Direct expenditures for employee compensation and for supplies, materials, operating leases, and contractual services

Include
- Gross salaries and wages before deductions

Exclude
- Capital outlays and depreciation/amortization . . . . Exx

EXP_CURROP_TEMP_4

2. Construction

Include
- Production, additions, replacements, or major structural alterations to buildings and other improvements. . . . . Fxx

EXP_CAPOUT_CON_TEMP_4

3. Purchase of equipment, land, and existing structures

Include
- Capital leases. . . . . Gxx

EXP_CAPOUT_PUR_TEMP_4

Continue with 9 on the next page

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PART 3 – EXPENDITURES - *Continued*

E. Purpose - *Specify:* EXP_TEMP_5_SPECIFY

1. Direct expenditures for employee compensation and for supplies, materials, operating leases, and contractual services
   Include
   - Gross salaries and wages before deductions

   Exclude
   - Capital outlays and depreciation/amortization . . . . Exx

2. Construction
   Include
   - Production, additions, replacements, or major structural alterations to buildings and other improvements. . . . . Fxx

3. Purchase of equipment, land, and existing structures
   Include
   - Capital leases. . . . . Gxx

	Direct Expenditures ($Mil. / Thou. / Dol.)
E.1 (Exx)	EXP_CURROP_TEMP_5
E.2 (Fxx)	EXP_CAPOUT_CON_TEMP_5
E.3 (Gxx)	EXP_CAPOUT_PUR_TEMP_5

10 **What was the total amount of interest paid on long-term and short-term debt held by this agency during the fiscal year indicated in 2?**

Include
- Capitalized interest paid on construction loans

Exclude
- Debt retirement (*should be reported in* 13)

	Code	Interest Expenditures ($Mil. / Thou. / Dol.)
A. Interest on water supply system debt.	I91	EXP_CURROP_INT_DEBT_WATER
B. Interest on electric power system debt.	I92	EXP_CURROP_INT_DEBT_ELEC
C. Interest on gas supply system debt.	I93	EXP_CURROP_INT_DEBT_GAS
D. Interest on transit or bus system debt	I94	EXP_CURROP_INT_DEBT_TRANS
E. Interest on all other debt.	I89	EXP_CURROP_INT_DEBT_OTH

11 **What was the total amount of expenditures reported on this form** (*Sum of* 8 *through* 10)**?** . . . . EXP

Total Expenditures ($Bil. / Mil. / Thou. / Dol.)
EXP_TOT

12 **What was the total amount of expenditures for salaries and wages reported in 9?**

Exclude
- Fringe benefits. Z00

Personnel Expenditures ($Bil. / Mil. / Thou. / Dol.)
EXP_SAL_TOT

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PART 4 – INDEBTEDNESS

13 **What was the total amount of long-term debt held by this agency for the fiscal year indicated in 2?**
Report bonds, mortgages, etc., with an original term of more than one year, including revenue bonds and special assessment bonds as well as general obligation bonds.

Include
- Debt refunded

Exclude
- Capital leases (*should be reported in* 9)
- Amounts for compensated absences

A. What was this agency's debt for all public purposes?

	Code	Sign	Long-term Debt for Public Purposes ($Bil. Mil. Thou. Dol.)
1. Outstanding at beginning of fiscal year	19U	+	DEBT_LTRM_PUB_OUTST_BEG
2. Issued during fiscal year (*include all refunding issues*)	29U	+	DEBT_LTRM_PUB_ISS
3. Retired during fiscal year (*include debt refunded*)	39U	-	DEBT_LTRM_PUB_RETD
4. Outstanding total at end of fiscal year (*items A1. + A2. - A3.*)	49U	=	DEBT_LTRM_PUB_OUTST_END

B. What was this agency's debt for privately owned housing, industrial, or business purposes? *This category is applicable only to those agencies authorized to issue debt of this type (e.g., industrial development revenue bonds, pollution control revenue bonds, conduit debt, etc.).*

	Code	Sign	Long-term Debt for Private Purposes ($Bil. Mil. Thou. Dol.)
1. Outstanding at beginning of fiscal year	19T	+	DEBT_LTRM_PVT_OUTST_BEG
2. Issued during fiscal year (*include all refunding issues*)	24T	+	DEBT_LTRM_PVT_ISS
3. Retired during fiscal year (*include debt refunded*)	34T	-	DEBT_LTRM_PVT_RETD
4. Outstanding total at end of fiscal year (*items B1. + B2. - B3.*)	44T	=	DEBT_LTRM_PVT_OUTST_END

14 **What was the total amount of short-term debt held by this agency for the fiscal year indicated in 2?**
Report tax-anticipation notes, bond-anticipation notes, interest-bearing warrants, and other obligations with an original term of one year or less.

Exclude
- Accounts payable
- Other non-interest-bearing obligations
- Current portion of long-term debt (*should be reported as long-term debt in* 13)

	Code	Short-term Debt ($Bil. Mil. Thou. Dol.)
A. Amount outstanding at beginning of fiscal year	61V	DEBT_STRM_PUB_OUTST_BEG
B. Amount outstanding at end of fiscal year	64V	DEBT_STRM_PUB_OUTST_END

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PART 5 – CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR

15 **What was the total amount of cash and investments (at market value) held by this agency at the end of the fiscal year indicated in 2?**

Include
- Total amount of cash and cash equivalents on hand and on deposit
- Investments in Federal government, Federal agency, State and local government, and non-governmental securities

Exclude
- Accounts receivable
- Value of real property
- All non-security assets
- Employee retirement funds

		Amount at End of Fiscal Year ($Bil. / Mil. / Thou. / Dol.)
A. Reserves held for redemption of long-term debt – (*e.g., sinking or debt service funds*). **Include** • Any mortgages and notes receivable held as offsets to housing and industrial financing loans.	W01	CI_RSV
B. Unexpended proceeds from sale of bond issues held pending disbursement – (*e.g., bond funds*).	W31	CI_PRC
C. All other cash and investments – Checking/savings accounts, CDs, stocks, bonds, mutual funds, etc.	W61	CI_OTH

PART 6 – REMARKS

16 **Use this space for any explanations that may be essential in understanding the reported data.**

Include
- Any significant changes occurring within the last year
- Any difficulties encountered in completing this form

REMARKS

PART 7 – CONTACT INFORMATION

17 **Who should be contacted to answer questions about data reported on this form?**

Name of contact person - Please print: CERT_NAME

Title of contact person - Please print: CERT_TITLE

Area code and phone number: CERT_PHONE_AREA_CODE CERT_PHONE_NUMBER_PREFIX CERT_PHONE_NUMBER_SUFFIX

Extension: CERT_PHONE_EXT

Area code and fax number: CERT_FAX_AREA_CODE CERT_FAX_NUMBER_PREFIX CERT_FAX_NUMBER_SUFFIX

Email Address - Please print: CERT_EMAIL

Date form was completed (MM) (DD) (YYYY): CERT_DATE_MTH CERT_DATE_DAY CERT_DATE_YEAR

Thank you for completing this form.
Retain a copy of the completed questionnaire for your records.

NOTE: The U.S. Census Bureau receives its authorization to conduct this survey from Title 13, United States Code, Sections 161 and 182. This form has been approved by the Office of Management and Budget (OMB) and given the number 0607-0585. Please note the number displayed in the upper right-hand corner of this form. Display of this number confirms that we have approval from OMB to conduct this survey. If this number was not displayed, under the Paperwork Reduction Act, we could not request your participation in this voluntary survey. Information provided on this questionnaire compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13, United States Code, Section 9(b).

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their activities. Public reporting burden for this collection of information is estimated to vary from 2 hours to 8 hours per response, with an average of 3 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 this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: ECON Survey Comments 0607-0585, U.S. Census Bureau, 4600 Silver Hill Road, EMD-8K122, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov; use ECON Survey Comments 0607-0585 as the subject.