

# STATE OF WISCONSIN

SENATE CHAIR  
**Alberta Darling**

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## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Alberta Darling  
Representative John Nygren

Date: November 30, 2018

Re: DWD Report to JFC

Attached is a report on non-federal gift and grant expenditures from the Department of Workforce Development, pursuant to s. 20.907(1m), Stats.

This report is being provided for your information only. No action by the Committee is required. Please feel free to contact us if you have any questions.

Attachments

AD:JN;jm

Department of Workforce Development  
Division of Operations  
P.O. Box 7946  
Madison, WI 53707  
Telephone: (608) 266-1024  
Fax: (608) 267-7952



Scott Walker, Governor  
Raymond Allen, Secretary

November 30, 2018

To: The Honorable Alberta Darling, Senator  
Co-Chair, Joint Committee on Finance  
  
The Honorable John Nygren, Representative  
Co-Chair, Joint Committee on Finance  
  
Jeff Anderson, State Controller  
Department of Administration

From: Tami Moe, Bureau of Finance Director  
Department of Workforce Development

NOV 30 2018  
*St. Finance*

Subject: Annual Gifts and Grants Report

As required by section 20.907(1m), Wis. Stats., I am submitting our agency report for FY 2018 expenditures from funds received as gifts or non-federal grants.

If I can provide further information, please contact me at 261-4582.



## Report of Non-Federal Gift and Grant Expenditures Instructions

This section was created by 1989 Wisconsin Act 50.

SECTION 1. 20.907(1m) of the statutes is created to read:

20.907(1m) Reporting. State agencies shall, by December 1 annually, submit a report to the Joint Committee on Finance and the Department of Administration on expenditures made by the agency during the preceding fiscal year from nonfederal funds received as gifts, grants, bequests or devises. The Department of Administration shall prescribe a form, which the department may modify as appropriate for the various state agencies, that each state agency must use to report its expenditures as required under this subsection. The form shall require the expenditures to be reported in aggregate amounts as determined by the Department of Administration. The report shall also include a listing of in-kind contributions, including goods and services, received and used by the state agency during the preceding fiscal year.

### INSTRUCTIONS

This report must be submitted on an annual basis, no later than December 1, to the Joint Committee on Finance - State Senate Co-Chair Alberta Darling, Room 317 East, State Capitol, PO Box 7882, Madison, WI 53707 and Assembly Co-Chair John Nygren, Room 309 East, State Capitol, Madison, WI 53708 and to the Department of Administration, Division of Executive Budget & Finance, State Controller's Office, 101 E. Wilson St., 5<sup>th</sup> fl, Madison, WI 53703.

Computer reports will be accepted providing the information is formatted as the form prescribes.

A separate form/report must be prepared for each fund.

PROGRAM is a broad category of similar services for an identifiable group or segment for a specific purpose.

PURPOSE is a breakdown of the program into units which identifies more specifically services or segments of the program.

FY EXPENDITURES must reflect aggregate expenditures related to the fiscal year that just ended for the program/purpose as listed in the first column.

IN-KIND CONTRIBUTIONS should be listed as they relate to a specific program/purpose. Values should not be listed for in-kind contributions.

"In-Kind Contributions" includes but is not limited to donations of appliances, artwork, animals, vehicles, equipment, contrivances, fixtures, furniture, materials, tools, supplies, fuels, utilities, rental fees, real property, buildings, structures, services such as training, supervision, administration, professional or technical support, transportation, or insurance liability coverage.