

# STATE OF WISCONSIN

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## JOINT COMMITTEE ON FINANCE

### MEMORANDUM

To: Members  
Joint Committee on Finance

From: Senator Alberta Darling  
Representative John Nygren

Date: September 30, 2020

Re: WTCS Report to JFC

Attached is a report on non-federal gift and grant expenditures from the Wisconsin Technical College System, 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



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

### BACKGROUND

s. 20.907 (1m), Wis. Stats., indicates the following regarding reporting of non-federal gifts and grants: 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 and to the Department of Administration. Note that a separate form must be prepared for each statutory fund.

- CH. 20 PROGRAM & ALPHA – list the appropriation's chapter 20 program and alpha title under which the non-federal gift/grant expenditures were made.
- APPROPRIATION NUMERIC – list the appropriation's numeric value. A separate line should be used for each numeric appropriation associated with the chapter 20 program/alpha appropriation that had expenditures during the fiscal year.
- NON-FEDERAL GIFT/GRANT DESCRIPTION – list the name or title of the non-federal gift/grant that was expended during the fiscal year.
- FY EXPENDITURES – must reflect aggregate expenditures related to the fiscal year that just ended for the chapter 20 appropriation and gift/grant as listed in the first column.
- IN-KIND CONTRIBUTIONS – should be listed as they relate to a specific program/purpose. The estimated fair market value of the in-kind contribution at the time the contribution was made should be listed, if known. If the fair market value of the in-kind contribution is indeterminable, the value may be left blank. "In-Kind Contributions" include but are 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.

Confirmation must still be provided to the Joint Committee on Finance and the Department of Administration, even if the agency did not expend any funding from non-federal gifts and grants during the preceding fiscal year.

### SUBMISSION INFORMATION

Completed forms can be electronically submitted to the following locations:

Submissions to the Joint Committee on Finance can be made via e-mail to the committee's clerk:  
[Joe.Malkasian@legis.wisconsin.gov](mailto:Joe.Malkasian@legis.wisconsin.gov)

Submissions to the Department of Administration can be made via e-mail to the shared inbox:  
[DOATreasury@wisconsin.gov](mailto:DOATreasury@wisconsin.gov)

### SCO CONTACT INFORMATION

Should you have any questions regarding the completion of this report, please contact Sharon Hughes at [Sharon.Hughes@wisconsin.gov](mailto:Sharon.Hughes@wisconsin.gov) or 608/266-6700.