

State of Connecticut  
Department of Economic and Community Development

**Balance Sheet**

<b>Applicant</b>		<b>Budget Information</b>	
<b>Contract #1</b>		Grant\$	Loan \$
<b>Contract #2</b>		Grant\$	Loan \$
<b>Project Name</b>		Other Funds \$	
<b>As of</b>			

**ASSETS**

<u>Acct. No.</u>		
1112	Restricted Cash - Project Account	
1112.1	Restricted Cash- Reich & Tang	
1113	Reserve Cash - Savings & Investments	
1114	Special Deposits	
1116	Escrow Accounts	
1117	Petty Cash Fund	
1118	Revolving Loan Fund Cash - Pay Backs and Pay Outs	
1129	Sundry Accounts Receivable	
1130	Grant/Loan Funds Receivable - State	
1130.1	Grant/Loan Funds Receivable - State	
1131	Matching Funds Receivable - Agency	
1132	Matching Funds Receivable - Other	
1155	Advances to Revolving Fund	
1200	Incompleted Contracts	
1400	Net Program Cost	
	<b>TOTAL ASSETS</b>	

**LIABILITIES AND EQUITY**

**Liabilities:**

2112	Contract Retentions	
2113	Deposits during Development	
2114	Accrued Liabilities	
2117	Payroll Deductions	
2118	Liability for Advances by Municipality	
2119	Sundry Accounts Payable	
2120	Interest on Construction/Rehab. Loan Payments	
2312	Loan Authorized by the State	
2312.1	Loan Authorized by the State	
2313	Other Loans/Notes Payable	
2322	Contract Awards	
	<b>Total Liabilities</b>	

**Equity:**

2810	Funding Grant Authorized - State	
2810.1	Funding Grant Authorized - State	
2811	Matching Funds Authorized - Agency	
2812	Matching Funds Authorized - Other	
2814	Income/Expenses from Revolving Loan Fund	
2815	Gifts and Donations	
2816	Other Contributions	
	<b>Total Equity</b>	
	<b>TOTAL LIABILITIES AND EQUITY</b>	

State of Connecticut  
Department of Economic and Community Development

**Balance Sheet**

<b>Applicant</b>		<b>Budget Information</b>	
<b>Contract #1</b>		Grant\$	Loan \$
<b>Contract #2</b>		Grant\$	Loan \$
<b>Project Name</b>		Other Funds \$	
<b>As of</b>			

**ASSETS**

<u>Acct. No.</u>		
1112	Restricted Cash - Project Account	
1112.1	Restricted Cash- Reich & Tang	
1113	Reserve Cash - Savings & Investments	
1114	Special Deposits	
1116	Escrow Accounts	
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1130.1	Grant/Loan Funds Receivable - State	
1131	Matching Funds Receivable - Agency	
1132	Matching Funds Receivable - Other	
1155	Advances to Revolving Fund	
1200	Incompleted Contracts	
1400	Net Program Cost	
<b>TOTAL ASSETS</b>		

**LIABILITIES AND EQUITY**

**Liabilities:**

2112	Contract Retentions	
2113	Deposits during Development	
2114	Accrued Liabilities	
2117	Payroll Deductions	
2118	Liability for Advances by Municipality	
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2312	Loan Authorized by the State	
2312.1	Loan Authorized by the State	
2313	Other Loans/Notes Payable	
2322	Contract Awards	
<b>Total Liabilities</b>		

**Equity:**

2810	Funding Grant Authorized - State	
2810.1	Funding Grant Authorized - State	
2811	Matching Funds Authorized - Agency	
2812	Matching Funds Authorized - Other	
2814	Income/Expenses from Revolving Loan Fund	
2815	Gifts and Donations	
2816	Other Contributions	
<b>Total Equity</b>		
<b>TOTAL LIABILITIES AND EQUITY</b>		

State of Connecticut  
Department of Economic and Community Development  
**Statement of Program Cost**

<b>Applicant</b>			
<b>Contract No.</b>			
<b>Project Name</b>			
<b>DECD Funding:</b>	<b>Grant</b>	<b>Loan</b>	<b>Other Funds</b>
<b>Cummulative Totals For the Period</b>		<b>To</b>	

Acct. No.	Program Income:	APPROVED BUDGET			ACTUAL		
		Non-DECD Funds	DECD Funds	Total Budget	Non-DECD Funds	DECD Funds	Total Actual
1310.1	Sale of Land or Buildings						
1310.2	Rental of Land or Buildings						
1310.3	Sale of Salvage or Equipment						
1310.4	Investment Income						
1310.5	Site Net Income						
1310.6	Other Income						
<b>1300</b>	<b>TOTAL PROGRAM INCOME</b>						

Program Expenditures:							
<b>1405</b>	<b>LAND</b>						
1405.1	Land Cost/Site Acquisition						
1405.2	Appraisal Fees						
1405.3	Site Improvements						
1405.4	Water/Utility Hookups						
	<b>TOTAL LAND</b>						

1410 OTHER DEVELOPMENT EXPENSE							
1410.1	Training						
1410.2	Developer's Fee						
1410.3	Relocation						
1410.4	Revolving Loan Fund						
	<b>TOTAL DEVELOPMENT EXP.</b>						

1415 ADMINISTRATION							
1415.1	Salaries						
1415.2	Accounting						
1415.3	Audit						
1415.4a	Legal-Project Site Acquis. Related						
1415.4b	Legal-DECD Contract Related						
1415.4c	Title Examination						
1415.4d	Recording Fees						
1415.5	Travel						
1415.6	Office Rent						
1415.7	Pensions and Other Funds						
1415.8	Fringe Benefits						
1415.9	Payroll Taxes						
1415.10	Office Expense						
1415.11	Communications						
1415.12	Advertising						

		APPROVED BUDGET			ACTUAL		
		Non-DECD Funds	DECD Funds	Total Budget	Non-DECD Funds	DECD Funds	Total Actual
1415.13	Insurance						
1415.14	Planning						
1415.15	Marketing Studies						
1415.16	Contractual Services						
<b>TOTAL ADMINISTRATION</b>							

<b>1420 CARRYING CHARGES</b>							
1420.1	Interest Expense						
1420.2	Property Insurance						
1420.3	Taxes						
1420.4	Environmental Insurance						
1420.5	Acquired Prop. Operating Exp.						
<b>TOTAL CARRYING CHARGES</b>							

<b>1425 ARCHITECTURAL &amp; ENGINEERING</b>							
1425.1a	Design Consultant/Architect						
1425.1b	Design Consultant/Engineer						
1425.2	Borings & Test Pits/Environ. Testing						
1425.3	Surveys & Maps						
1425.4	Construction Administrator/Mgr.						
1425.5	Clerk of the Works						
1425.6	Materials Testing						
1425.7	Supplemental Services						
1425.8	Environmental Survey/Investigation						
<b>TOTAL ARCH &amp; ENGINEERING</b>							

<b>1430 CONSTRUCTION</b>							
1430.1	General Construction						
1430.2	Leasehold Improvements						
1430.3	Permits						
1430.4	Demolition						
1430.5	Environmental Remediation						
<b>TOTAL CONSTRUCTION</b>							

<b>1435 OTHER WORKING CAPITAL</b>							
1435.1	Accounts Receivable						
1435.2	Inventory						
<b>TOTAL WORKING CAPITAL</b>							

<b>1440 CAPITAL COSTS</b>							
1440.1	Machinery & Equipment						
1440.2	Appraisal (Mach. & Equip.)						
<b>TOTAL CAPITAL COSTS</b>							

<b>1445 RESEARCH &amp; DEVELOPMENT</b>							
1445.1	Research & Development						
<b>TOTAL RES. &amp; DEVELOPMENT</b>							

		APPROVED BUDGET			ACTUAL		
		Non-DECD Funds	DECD Funds	Total Budget	Non-DECD Funds	DECD Funds	Total Actual
<b>1450</b>	<b>FURNISHINGS/EQUIPMENT</b>						
1450.1	Office Equipment						
1450.2	Computer Software						
1450.3	Computer Equipment						
	<b>TOTAL FURNISHINGS/EQUIPMENT</b>						
<b>1455</b>	<b>CONTINGENCY</b>						
	<b>TOTAL PROGRAM COST</b>						
<b>1400</b>	<b>NET PROGRAM COST (1400-1300)</b>						

State of Connecticut  
 Department of Economic and Community Development  
**Statement of Program Cost-Multiple DECD Funding Awards**

<b>Applicant</b>		<b>Budget Information</b>		
<b>Contract #1</b>		<b>Grant\$</b>		<b>Loan \$</b>
<b>Contract #2</b>		<b>Grant\$</b>		<b>Loan \$</b>
<b>Project Name</b>		<b>Other Funds \$</b>		
<b>Cummulative Totals For the Period</b>	to			

Acct. No.	Program Income:	APPROVED BUDGET				ACTUAL			
		Non-DECD Funds	DECD Contract No. 1	DECD Contract No. 2	Total Budget	Non-DECD Funds	DECD Contract No. 1	DECD Contract No. 2	Total Actual
1310.1	Sale of Land or Buildings								
1310.2	Rental of Land or Buildings								
1310.3	Sale of Salvage or Equipment								
1310.4	Investment Income								
1310.5	Site Net Income								
1310.6	Other Income								
<b>1300</b>	<b>TOTAL PROGRAM INCOME</b>								

Program Expenditures:									
<b>1405</b>	<b>LAND</b>								
1405.1	Land Cost/Site Acquisition								
1405.2	Appraisal Fees								
1405.3	Site Improvements								
1405.4	Water/Utility Hookups								
	<b>TOTAL LAND</b>								

<b>1410</b>	<b>OTHER DEVELOPMENT EXPENSE</b>								
1410.1	Training								
1410.2	Developer's Fee								
1410.3	Relocation								
1410.4	Revolving Loan Fund								
	<b>TOTAL DEVELOPMENT EXP.</b>								

<b>1415</b>	<b>ADMINISTRATION</b>								
1415.1	Salaries								
1415.2	Accounting								
1415.3	Audit								
1415.4a	Legal-Project Site Acquis. Related								
1415.4b	Legal- DECD Contract Related								
1415.4c	Title Examination								
1415.4d	Recording Fees								
1415.5	Travel								

		APPROVED BUDGET				ACTUAL			
		Non-DECD Funds	DECD Contract No. 1	DECD Contract No. 2	Total Budget	Non-DECD Funds	DECD Contract No. 1	DECD Contract No. 2	Total Actual
1415.6	Office Rent								
1415.7	Pensions and Other Funds								
1415.8	Fringe Benefits								
1415.9	Payroll Taxes								
1415.10	Office Expense								
1415.11	Communications								
1415.12	Advertising								
1415.13	Insurance								
1415.14	Planning								
1415.15	Marketing Studies								
1415.16	Contractual Services								
	<b>TOTAL ADMINISTRATION</b>								

<b>1420 CARRYING CHARGES</b>									
1420.1	Interest Expense								
1420.2	Property Insurance								
1420.3	Taxes								
1420.4	Environmental Insurance								
1420.5	Acquired Prop. Operating Exp.								
	<b>TOTAL CARRYING CHARGES</b>								

<b>1425 ARCHITECTURAL &amp; ENGINEERING</b>									
1425.1a	Design Consultant/Architect								
1425.1b	Design Consultant/Engineer								
1425.2	Borings & Test Pits/Environ. Testing								
1425.3	Surveys & Maps								
1425.4	Construction Administrator/Mgr.								
1425.5	Clerk of the Works								
1425.6	Materials Testing								
1425.7	Supplemental Services								
1425.8	Environmental Survey/Investigation								
	<b>TOTAL ARCH &amp; ENGINEERING</b>								

<b>1430 CONSTRUCTION</b>									
1430.1	General Construction								
1430.2	Leasehold Improvements								
1430.3	Permits								
1430.4	Demolition								
1430.5	Environmental Remediation								
	<b>TOTAL CONSTRUCTION</b>								

		APPROVED BUDGET				ACTUAL			
		Non-DECD Funds	DECD Contract No. 1	DECD Contract No. 2	Total Budget	Non-DECD Funds	DECD Contract No. 1	DECD Contract No. 2	Total Actual
<b>1435</b>	<b>OTHER WORKING CAPITAL</b>								
1435.1	Accounts Receivable								
1435.2	Inventory								
	<b>TOTAL WORKING CAPITAL</b>								
<b>1440</b>	<b>CAPITAL COSTS</b>								
1440.1	Machinery & Equipment								
1440.2	Appraisal (Mach. & Equip.)								
	<b>TOTAL CAPITAL COSTS</b>								
<b>1445</b>	<b>RESEARCH &amp; DEVELOPMENT</b>								
1445.1	Research & Development								
	<b>TOTAL RES. &amp; DEVELOPMENT</b>								
<b>1450</b>	<b>FURNISHINGS/EQUIPMENT</b>								
1450.1	Office Equipment								
1450.2	Computer Software								
1450.3	Computer Equipment								
	<b>TOTAL FURNISHING/EQUIPMENT</b>								
<b>1455</b>	<b>CONTINGENCY</b>								
	<b>TOTAL PROGRAM COST</b>								
<b>1400</b>	<b>NET PROGRAM COST (1400-1300)</b>								

State of Connecticut  
Department of Economic and Community Development

**Balance Sheet (Sample)**

**Applicant: XYZ Corp**

**Contract No. 1 : 1999-064-013-000-000055**

**Contract No. 2 \_\_\_\_\_**

**Project Name : Business Expansion Project**

**At: June 30, 2000**

Budget Information

Grant \$1,500,000 (2) Loan \$ 200,000 (2)

Grant \$ \_\_\_\_\_ Loan \$ \_\_\_\_\_

Other Funds \$ 500,000 (4)

**ASSETS**

**Acct.**

**No.**

1112	Restricted Cash - Project Account	\$8,142.90	(5)
1112.1	Restricted Cash- Reich & Tang	25,000.00	(5)
1113	Reserve Cash - Savings & Investments	5,000.00	(5)
1114	Special Deposits		
1116	Escrow Accounts		
1117	Petty Cash Fund	100.00	
1118	Revolving Loan Fund Cash - Pay Backs and Pay Outs		
1129	Sundry Accounts Receivable	113.75	(6)
1130	Grant/Loan Funds Receivable - State <u>1999-064-013-000-000055</u>	215,000.00	(1)
1130.1	Grant/Loan Funds Receivable - State _____		
1131	Matching Funds Receivable - Agency	15,000.00	(4)
1132	Matching Funds Receivable - Other		
1155	Advances to Revolving Fund		
1200	Incompleted Contracts		
1400	Net Program Cost	1,970,000.00	(3)
	<b>TOTAL ASSETS</b>	<b>\$2,238,356.65</b>	

**LIABILITIES AND EQUITY**

**Liabilities:**

2112	Contract Retentions	\$10,000.00	
2113	Deposits during Development		
2114	Accrued Liabilities	12,962.47	
2117	Payroll Deductions		
2118	Liability for Advances by Municipality		
2119	Sundry Accounts Payable	15,394.18	(6)
2120	Interest on Construction/Rehab. Loan Payments		
2312	Loan Authorized by the State <u>1999-064-013-000-000055</u>	200,000.00	(2)
2312.1	Loan Authorized by the State _____		
2313	Other Loans/Notes Payable		
2322	Contract Awards		
	<b>Total Liabilities</b>	<b>238,356.65</b>	

**Equity:**

2810	Funding Grant Authorized - State <u>1999-064-013-000-000055</u>	\$1,500,000.00	(2)
2810.1	Funding Grant Authorized - State _____		
2811	Matching Funds Authorized - Agency	400,000.00	(4)
2812	Matching Funds Authorized - Other	100,000.00	(4)
2814	Income/Expenses from Revolving Loan Fund		
2815	Gifts and Donations		
2816	Other Contributions		
	<b>Total Equity</b>	<b>2,000,000.00</b>	
	<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$2,238,356.65</b>	

State of Connecticut  
Department of Economic and Community Development  
**Statement of Program Cost (Sample)**

Applicant : XYZ Corp.

Contract No.1999-064-013-000-000055

Project Name: Business Expansion Project

DECD Funding: Grant \$ 1,500,000 Loan \$200,000 Other Funds \$500,000

Cummulative Totals For the Period: January 1, 2000 to June 30, 2000

Acct. No.	Program Income:	APPROVED BUDGET			ACTUAL		
		Non-DECD Funds	DECD Funds	Total Budget	Non-DECD Funds	DECD Funds	Total Actual
1310.1	Sale of Land or Buildings			-			-
1310.2	Rental of Land or Buildings			-			-
1310.3	Sale of Salvage or Equipment			-			-
1310.4	Investment Income			-			-
1310.5	Site Net Income			-			-
1310.6	Other Income			-			-
				-			-
<b>1300</b>	<b>TOTAL PROGRAM INCOME</b>	-	-	-	-	-	-

Program Expenditures:							
1405	LAND						
1405.1	Land Cost/Site Acquisition	\$ 3,000.00	\$ 15,000.00	\$ 18,000.00	\$ 2,000.00	\$ 14,000.00	\$ 16,000.00
1405.2	Appraisal Fees		10,000.00	10,000.00		9,000.00	9,000.00
1405.3	Site Improvements			-			-
1405.4	Water/Utility Hookups	5,500.00		5,500.00			-
				-			-
	<b>TOTAL LAND</b>	8,500.00	25,000.00	33,500.00	2,000.00	23,000.00	25,000.00

1410	OTHER DEVELOPMENT EXPENSE						
1410.1	Training	90,000.00		90,000.00	90,000.00		90,000.00
1410.2	Developer's Fee			-			-
1410.3	Relocation	10,000.00		10,000.00	8,500.00		8,500.00
1410.4	Revolving Loan Fund			-			-
				-			-
	<b>TOTAL DEVELOPMENT EXP.</b>	100,000.00	-	100,000.00	98,500.00	-	98,500.00

1415	ADMINISTRATION						
1415.1	Salaries	31,500.00		31,500.00	31,500.00		31,500.00
1415.2	Accounting			-			-
1415.3	Audit			-			-
1415.4a	Legal-Project Site Acquis. Related		75,000.00	75,000.00		65,000.00	65,000.00
1415.4b	Legal-DECD Contract Related			-			-
1415.4c	Title Examination			-			-
1415.4d	Recording Fees		2,500.00	2,500.00		2,200.00	2,200.00
1415.5	Travel			-			-
1415.6	Office Rent			-			-
1415.7	Pensions and Other Funds			-			-
1415.8	Fringe Benefits			-			-
1415.9	Payroll Taxes			-			-
1415.10	Office Expense			-			-
1415.11	Communications			-			-
1415.12	Advertising			-			-

		APPROVED BUDGET			ACTUAL		
		Non-DECD Funds	DECD Funds	Total Budget	Non-DECD Funds	DECD Funds	Total Actual
1415.13	Insurance			-			-
1415.14	Planning			-			-
1415.15	Marketing Studies			-			-
1415.16	Contractual Services			-			-
				-			-
<b>TOTAL ADMINISTRATION</b>		31,500.00	77,500.00	109,000.00	31,500.00	67,200.00	98,700.00

<b>1420 CARRYING CHARGES</b>							
1420.1	Interest Expense			-			-
1420.2	Property Insurance	46,000.00		46,000.00	40,000.00		40,000.00
1420.3	Taxes	20,000.00		20,000.00	18,000.00		18,000.00
1420.4	Environmental Insurance			-			-
1420.5	Acquired Prop. Operating Exp.			-			-
				-			-
<b>TOTAL CARRYING CHARGES</b>		66,000.00	-	66,000.00	58,000.00	-	58,000.00

<b>1425 ARCHITECTURAL &amp; ENGINEERING</b>							
1425.1a	Design Consultant/Architect	45,000.00	150,000.00	195,000.00	44,000.00	140,000.00	184,000.00
1425.1b	Design Consultant/Engineer		25,000.00	25,000.00		23,500.00	23,500.00
1425.2	Borings & Test Pits/Environ. Testing			-			-
1425.3	Surveys & Maps			-			-
1425.4	Construction Administrator/Mgr.			-			-
1425.5	Clerk of the Works		75,000.00	75,000.00		74,000.00	74,000.00
1425.6	Materials Testing			-			-
1425.7	Supplemental Services			-			-
1425.8	Environmental Survey/Investigation			-			-
				-			-
<b>TOTAL ARCH &amp; ENGINEERING</b>		45,000.00	250,000.00	295,000.00	44,000.00	237,500.00	281,500.00

<b>1430 CONSTRUCTION</b>							
1430.1	General Construction	99,000.00	817,500.00	916,500.00	90,000.00	781,000.00	871,000.00
1430.2	Leasehold Improvements		20,000.00	20,000.00		15,000.00	15,000.00
1430.3	Permits		5,500.00	5,500.00		4,000.00	4,000.00
1430.4	Demolition			-			-
1430.5	Environmental Remediation			-			-
				-			-
<b>TOTAL CONSTRUCTION</b>		99,000.00	843,000.00	942,000.00	90,000.00	800,000.00	890,000.00

<b>1435 OTHER WORKING CAPITAL</b>							
1435.1	Accounts Receivable			-			-
1435.2	Inventory			-			-
				-			-
<b>TOTAL WORKING CAPITAL</b>		-	-	-	-	-	-

<b>1440 CAPITAL COSTS</b>							
1440.1	Machinery & Equipment	100,000.00	420,000.00	520,000.00	75,000.00	400,000.00	475,000.00
1440.2	Appraisal (Mach. & Equip.)			-			-
				-			-
<b>TOTAL CAPITAL COSTS</b>		100,000.00	420,000.00	520,000.00	75,000.00	400,000.00	475,000.00

<b>1445 RESEARCH &amp; DEVELOPMENT</b>							
1445.1	Research & Development	50,000.00		50,000.00	40,000.00		40,000.00
				-			-
<b>TOTAL RES. &amp; DEVELOPMENT</b>		50,000.00	-	50,000.00	40,000.00	-	40,000.00

		APPROVED BUDGET			ACTUAL		
		Non-DECD Funds	DECD Funds	Total Budget	Non-DECD Funds	DECD Funds	Total Actual
<b>1450</b>	<b>FURNISHINGS/EQUIPMENT</b>						
1450.1	Office Equipment			-			-
1450.2	Computer Software		4,500.00	4,500.00		3,300.00	3,300.00
1450.3	Computer Equipment			-			-
				-			-
	<b>TOTAL FURNISHINGS/EQUIPMENT</b>	-	4,500.00	4,500.00	-	3,300.00	3,300.00
<b>1455</b>	<b>CONTINGENCY</b>		80,000.00	80,000.00			
	<b>TOTAL PROGRAM COST</b>	\$ 500,000.00	\$ 1,700,000.00	\$ 2,200,000.00	\$ 439,000.00	\$ 1,531,000.00	\$ 1,970,000.00
<b>1400</b>	<b>NET PROGRAM COST (1400-1300)</b>	\$ 500,000.00	\$ 1,700,000.00	\$ 2,200,000.00	\$ 439,000.00	\$ 1,531,000.00	\$ 1,970,000.00

(3)

State of Connecticut  
Department of Economic and Community Development  
**Applicants Certification for Project Financial Statements**

<b>Applicant</b>	<input type="text"/>	<b>DECD Funding No. 1</b>	<input type="text"/>
<b>Contract No. 1</b>	<input type="text"/>	<b>DECD Funding No. 2</b>	<input type="text"/>
<b>Contract No. 2</b>	<input type="text"/>		
<b>Project Name</b>	<input type="text"/>		
<b>For the Period</b>	<input type="text"/>		

\* I hereby certify that the accompanying Balance Sheet and Cumulative Statement of Program Cost are, to the best of my knowledge and belief, a complete and accurate reporting of the State Assistance Project(s) entered into with the Department of Economic and Community Development (DECD).

\* It is further understood that the DECD has the right to recover any amounts that have not been properly expended in accordance with the Assistance Agreement and Project Financing Plan and Budget.

**Applicant:**

\_\_\_\_\_  
**Printed Name and Title of Authorized Officer**

\_\_\_\_\_  
**Signature of Authorized Officer**

**Date**

