



**BUREAU OF BUDGET & MANAGEMENT RESEARCH**

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**BBMR Circular 19-02**

To: All Autonomous & Semi-Autonomous Department and Agency Heads

From: Deputy Director, Bureau of Budget and Management Research

Subject: Federal Receipts Reporting Requirement – Title 5 GCA, Ch. 4, §4123(b)

Relative to Title 5 GCA, Ch. 4, §4123(b), all Government of Guam instrumentalities, with the exception of the Judicial and Legislative branches, were required to submit reports to the Bureau which contains a listing of *all* federal receipts (grants) received in the preceding fiscal year as well as “a plan(s) for operating the designated state agency, and its affected federal program(s) if there is a reduction in the federal receipts that the designated agency receives.”

Based on this requirement, department / agency reports of all 100% federal and federal matching grants-in-aid received in FY2018 (October 1, 2017 through September 30, 2018) were due to the Bureau on November 1<sup>st</sup>, 2018.

In order to complete this mandated report, the Bureau is requesting the following financial information from your department / agency:

- Aggregate (Total) Value of 100% Federal Grants awarded in FY2018: \$ \_\_\_\_\_
- Aggregate (Total) Amount of Federal Matching Grants-In-Aid (Federal Share) Allocated or Appropriated in FY2018: \$ \_\_\_\_\_

Grand Total (Federal Funds received in FY2018): \$ \_\_\_\_\_

- Federal Funds as a percentage (%) of Total Department/Agency Budget in FY2018: \_\_\_\_\_%
- [Grand Total (Federal Funds received) divided by Grand Total (FY2018 Approved Budget & Federal Funds received)]

The requested grant information and operations plan(s) is due to BBMR no later than the close of business, **Friday, December 14<sup>th</sup>, 2018**. If you have any questions, please contact your assigned Analyst.

Thank you in advance for your cooperation.

LESTER L. CARLSON, JR.