

NEW YORK STATE
CONSOLIDATED FISCAL REPORT
For the Period: July 1, 2003 to June 30, 2004

SCHEDULE CFR-3
AGENCY
ADMINISTRATION

Page _____

AGENCY NAME: _____	SCHOOL CODE: (SED ONLY) _____	
AGENCY CODE: _____		USE WHOLE DOLLARS.

Line No.	ITEM DESCRIPTION	COST CODES	AGENCY ADMIN
			TOTALS
	PERSONAL SERVICES		
1	Total Personal Services (from CFR-4, Agency Admin.)	11998	
2	Vacation Leave Accruals	12998	
	FRINGE BENEFITS		
3	Mandated Fringe Benefits	13201	
4	Non-Mandated Fringe Benefits	13301	
5	Total Fringe Benefits (Sum Lines 3 - 4)	13998	
	OTHER THAN PERSONAL SERVICES (OTPS)		
6	Audit/Legal	14200	
7	Utilities	14210	
8	Telephone	14220	
9	Repairs and Maintenance	14021	
10	Office Supplies and Postage	14161	
11	Organizational Expense	14230	
12	Interest - Working Capital	14240	
13	Expensed Equipment	14081	
14	Contracted Personal Services	14151	
15	Staff Travel	14251	
16	Insurance - General	14261	
17	Other (Attach detail for items costing > \$1,000)	14997	
18	Total OTPS (Sum Lines 6 - 17)	14996	
	EQUIPMENT-PROVIDER PAID		
19	Lease/Rental-Vehicle	15011	
20	Lease/Rental-Equipment	15030	

Line No.	ITEM DESCRIPTION	COST CODES	AGENCY ADMIN
			TOTALS
	EQUIPMENT-PROVIDER PAID (CONTINUED)		
21	Depreciation-Vehicle	15041	
22	Depreciation-Equipment	15060	
23	Interest-Vehicle	15071	
24	Other (Attach detail for items costing > \$1,000)	15997	
25	Total Equipment (Sum Lines 19 - 24)	15996	
	PROPERTY-PROVIDER PAID		
26	Lease/Rental-Real Property	16011	
27	Leasehold/Leasehold Improvements	16021	
28	Depreciation-Building	16031	
29	Depreciation-Building/Land Improvements	16050	
30	Mortgage Interest	16061	
31	Mortgage Expenses	16071	
32	Insurance-Property & Casualty	16081	
33	Real Estate Taxes	16091	
34	Maintenance in Lieu of Rent (LGU only)	16141	
35	Interest on Capital Indebtedness	16101	
36	Other (Attach detail for items costing > \$1,000)	16997	
37	Total Property (Sum Lines 26 - 36)	16996	
	PARENT AGENCY ADMINISTRATION ALLOCATION		
38	Parent Agency Administration Allocation	19070	
39	County Wide Cost Allocation (LGU Only)	19080	
40	Total Agency Administration (Sum Lines 1,2,5,18,25,37,38,39)	19090	
41	Adjustments/Non-Allowable Costs	19031	
42	Net Agency Administration (Line 40 minus 41)	19998	

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RATIO VALUE WORKSHEET (AGENCY-WIDE)				ADJUSTED RATIO VALUE WORKSHEET (WITHIN STATE AGENCY)			
Line No.	State Agency	Cost Codes	Amount	Line No.	State Agency	Cost Codes	Amount
CALCULATION OF OPERATING COSTS *				CALCULATION OF ADJUSTED OPERATING COSTS ****			
43	OASAS Subtotal	19110		60	OASAS Adjusted Subtotal	19310	
44	OMH Subtotal	19120		61	OMH Adjusted Subtotal	19320	
45	OMRDD Subtotal	19130		62	OMRDD Adjusted Subtotal	19330	
46	SED Subtotal	19140		63	SED Adjusted Subtotal	19340	
47	Shared Programs Subtotal	19150		64	Shared Programs Adjusted Subtotal	19350	
48	Other Programs Subtotal**	19160		CALCULATION OF ADJUSTED RATIO VALUE FACTOR *****			
49	Total Agency Operating Costs	19170		65	OASAS Ratio Value Factor (line 53 divided by line 60)	19410	
CALCULATION OF RATIO VALUE FACTOR				66	OMH Ratio Value Factor (line 54 divided by line 61)	19420	
50	Net Agency Administration (CFR-3, Line 42)	19999		67	OMRDD Ratio Value Factor (line 55 divided by line 62)	19430	
51	Total Agency Operating Costs (CFR-3, Line 49)	19171		68	SED Ratio Value Factor (line 56 divided by line 63)	19440	
52	Ratio Value Factor (Line 50 divided by line 51)	19180		69	Shared Programs Ratio Value Factor (line 57 divided by line 64)	19450	
ALLOCATION OF AGENCY ADMINISTRATION USING RATIO VALUE ***							
53	OASAS Allocation (line 43 x line 52)	19210					
54	OMH Allocation (line 44 x line 52)	19220					
55	OMRDD Allocation (line 45 x line 52)	19230					
56	SED Allocation (line 46 x line 52)	19240					
57	Shared Programs Allocation (line 47 x line 52)	19250					
58	Other Programs Allocation (line 48 x line 52)	19260					
59	Total Agency Administration (sum lines 53 - 58)	19270					

*

Totals by State Agency from CFR-1, Line 64. Do not report operating costs for programs 0190, 0880 and 0890.

**

This amount must equal the sum of lines 1 through 4 of column 7 on schedule CFR-2. These amounts are not detailed elsewhere in the CFR and, therefore, will not cross foot to CFR-1.

For each state agency, the sum of agency administration allocated to each program/site on CFR-1, line 65, must equal the agency administration calculated below.

Totals by State Agency from CFR-1, Line 64. Do not report operating costs for programs 0190, 0880 and 0890 and programs which are exempt from agency administration.
For OMH (line 61) , do not include operating costs for programs 0860, 0870, 1690, 2820, 2860, 4810, 5810, 7810, 8810 and programs with an "A" program code index (startup).
For OMRDD Specific (line 62), do not include operating costs for programs 2091, 3091, 5091 and 7090.
For SED Specific (line 63), do not include operating costs for programs 9800 - 9810.

The adjusted ratio value factor for each State Agency should appear in the item description column of that State Agency specific CFR-1, line 65.

CFR-3.2

15-Mar-2004

Rev.