

INSTRUCTIONS:

- The General Fund Budget Form A is to be used in submitting the general fund budget data for 2019-2020.
- The actual expenditures reported on the General Fund Budget form must match the figures reported in that year's Annual Financial Report.
- The ending fund balances for 2018-2019 must match the beginning fund balance for budgeted 2019-2020.
- If there were adjustments per the Comprehensive Annual Financial Report (CAFR), the beginning fund balances must reflect the prior year's ending fund balance.
 - The CAFR adjustments must be reflected on the prior year adjustment line of the fund balance section (Keypunch Code 51194).
- Round to whole dollars; do not include decimals or cents.
- **General Fund Budget Columns:**
 - Actual 2018-2019: Record prior year actual expenditures as submitted in Column 4 of the AFR.
 - Budgeted 2019-2020: Record current year beginning budget.
- **Special Fund Revenue Columns:**
Includes Special Fund Federal, Federal NCLB Funds, and Other Special Funds.
 - Actual 2018-2019: Record prior year actual expenditures as submitted in Columns 5, 6 and 7 of the AFR.
 - Budgeted 2019-2020: Record current year beginning budget.

BEST PRACTICES Information on the LA Legislative Auditor's Website:

- The Louisiana Legislative Auditor's website offers information on Best Practices in Government at the following link: <https://www.la.gov/audit-resources/best-practices/index.shtml>
 - Recommended items include, but are not limited to:
 - Best Practices in Government Checklist
 - Local Government Budget Act Reporting Template

FORM A – GENERAL FUND BUDGET

FY2019-2020: July 1, 2019 – June 30, 2020

I hereby certify that to the best of my knowledge and belief the data reported in the attached Form A – General Fund Budget, Fiscal Year 2019-2020, constitute a true and full report of revenues and expenditures, both budgeted and actual, for the school district listed below.

Parish/City of _____

Prepared by _____

Title _____

Telephone Number _____

Board Approval Date _____

Signature of Parish/City Superintendent

Due by close of business on September 30, 2019

Scan and Submit via email to schoolfinancehelpdesk@la.gov.