



### **A Message from the U.S. Census Bureau:**

We request your cooperation with the **2018 Annual Survey of School System Finances**. The U.S. Census Bureau conducts this survey in conjunction with the National Center for Education Statistics (NCES). This survey provides up-to-date school district finance data that is essential to the work of the U.S. Congress, state legislators, government finance officers, education research organizations, and many others.

State education agencies report most of the school district finance data requested for this survey. State financial reports, however, often do not contain details regarding school district assets held in various nonretirement funds, such as general, debt service, and bond funds. In addition to assets, we are also requesting information on long-term and short-term debt, which is also often not available in state financial reports.

Please use the enclosed form as a worksheet prior to reporting online. Website and log in information can be found on the front page of the form. Online reporting is encouraged due to cost savings and reduced processing times. You may elect to return the completed form in the enclosed envelope instead of responding online.

We estimate this survey will take an average of 15 minutes to complete. Information about the authority, confidentiality, and burden of this data collection can be found on the back of this letter.

For assistance with completing this survey, please call our customer help line at 1-800-622-6193, Monday through Friday, 8:00 a.m. to 6:00 p.m. Eastern time.

**Thank you** in advance for your time and cooperation, and for helping the U.S. Census Bureau measure America's people, places, and economy. Your response makes a difference.

Sincerely,

Ron S. Jarmin  
Performing the Non-Exclusive Functions  
and Duties of the Director

Enclosures

### **OMB Number**

This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0700 and appears in the top right corner of the paper survey form or each online reporting screen. Without this approval, we could not conduct this survey.

### **Authority and Confidentiality**

Title 13, United States Code, Sections 8(b), 161 and 182, and Title 20, United States Code, Sections 9543-44 authorize the U.S. Census Bureau to conduct this collection and request your voluntary assistance. These data are subject to provisions of Title 13, United States Code, Section 9(a), which exempts data that are customarily provided in public records from rules of confidentiality.

### **Burden Estimate Statement**

We estimate this survey will take an average of 15 minutes to complete, including the time to review instructions, search existing data sources, gather the data needed, and complete and review the survey.

U.S. DEPARTMENT OF COMMERCE  
Economics and Statistics Administration  
U.S. CENSUS BUREAU



**2018 ANNUAL SURVEY OF SCHOOL SYSTEM FINANCES CASH AND INVESTMENTS AND DEBT**

**Part I CASH AND INVESTMENTS HELD AT END OF FISCAL YEAR 2018**

Report below amounts of cash and investments (at market value) for the following funds:

- **Sinking funds:** Reserves held specifically for redemption of long term debt of your district.
- **Bond funds:** All unexpended proceeds of bond issues that were being held at the end of the fiscal year in any funds or accounts, pending their disbursement.
- All other funds. **EXCLUDE** any employee retirement funds.

If you have any questions, please email [ERD.F33.List@census.gov](mailto:ERD.F33.List@census.gov) or call 1-800-622-6193.

**NOTE:** Please keep a copy for your records. If you need to view your prior year's data, please use the web application.

Type of asset	Amount at end of fiscal year ( <i>Omit cents</i> )		
	Held in <b>sinking funds</b> , as defined above	Held in <b>bond funds</b> , as defined above	Held in all other funds, except for any employee retirement funds
	(a)	(b)	(c)
<b>Cash and investments</b> – Include cash balances, cash on hand, certificates of deposit, federal securities, state and local government securities, mortgages, and corporate stocks, bonds, and notes.	W01	W31	W61

**Part II DEBT – FISCAL YEAR 2018**

**Section A** — include bonded indebtedness and any other school district interest-bearing debt with a term of more than one year. Include general obligation bonds, revenue bonds, refunding bonds, and certificates of participation. **EXCLUDE** lease purchase agreements, compensated absences, accounts payable, and other noninterest bearing obligations.

**Section B** — include interest-bearing tax anticipation and bond anticipation note balances and other short-term debt with a term of one year or less.

**Section A – LONG TERM** – Term of more than one year

Type of debt	Amount ( <i>Omit cents</i> )
1. Outstanding at beginning of fiscal year	19H
2. Issued during fiscal year (Revenue code 5110)	21F
3. Retired during fiscal year (Object 831)	31F
4. Outstanding at end of fiscal year (1 plus 2 minus 3)	41F

**Section B – SHORT TERM** – Term of one year or less

Type of debt	Amount ( <i>Omit cents</i> )
1. Outstanding at beginning of fiscal year	61V
2. Outstanding at end of fiscal year	66V

**Return via Internet:**

<https://respond.census.gov/f33>

Username:

Password:


**Return via Mail:**

US CENSUS BUREAU  
1201 East 10th Street  
Jeffersonville, IN 47132-0001

Remarks

Please note that this is a national form that applies to governments with wide differences in the size of their service areas, the amount of population served, and the extent and complexity of their financial accounts. We estimate public reporting burden for this collection to be an average of 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: ERD Survey Comments 0607-0700, U.S. Census Bureau, 4600 Silver Hill Road, Room ERD-6H151, Washington, D.C. 20233. You may e-mail comments to [erd.surveys@census.gov](mailto:erd.surveys@census.gov). Be sure to use "ERD Survey Comments 0607-0700" as the subject.

**Part III DATA SUPPLIED BY**

Name	Title	Telephone		
		Area code	Number	Extension
E-mail address	Fax number	Date		