



NOAA CORAL REEF CONSERVATION PROGRAM ANNUAL NON-FEDERAL EXPENDITURES REPORT Coral Reef Management and Restoration State Expenditures

Revised

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1. State Agency and/or Department Submitting Form	2. Federal or State Agency to Receive Form	3. Block Grant Award No.	5. Fiscal Year End Date
		4. Fiscal Year Reported	

Non-Federal Expenditures					
(1) Program, Project, Task, or Expense Title	(2) Expenditure Description	(3) State Agency and/or Department	(4) Tie to Relevant Management Plan(s)	(5) Funding Source	(6) Non-Federal Funds Expended
				(7) Subtotal	
				(8) TOTAL	

I, _____, certify on behalf of _____, that the values provided above are correct to the extent of my knowledge.

Signature

Date

Line Item Instructions for the Annual Non-Federal Expenditure Report

Item	Data Elements	Instructions
1.	State Agency and/or Department Submitting Form	Enter the name of the State agency and/or department (division) submitting the form. Depending on the number of expenditures, the State may collect these forms at whichever level is most appropriate and does not need multiple departments or divisions within an agency to coordinate a single submission. If this is the final, aggregated submission to NOAA CRCP, then the State agency and department receiving the block grant must be entered.
2.	Federal or State Agency to Receive Form	Enter the name of the State agency that requested the expenditures report. If this is the final, aggregated submission to NOAA, then enter "NOAA CRCP"
3.	Block Grant Award No.	Enter the most recent block grant award number assigned by NOAA. If this is a submission to another State agency, this may be left blank or pre-populated by the requesting State agency.
4.	Fiscal Year	Enter the State's fiscal year for which the expenditures are reported.
5.	Fiscal Year End Date	Enter the end date of the fiscal year (i.e., reporting period).
Non-Federal Expenditures		
(1)	Program, Project, Task, or Expense Title	Enter the title of the expenditure. This may vary between a program, project, task, or discrete expense.
(2)	Expenditure Description	Describe the expenditure, including activities performed (or to be performed), associated with expenditures being reported.
(3)	State Agency and/or Department	Identify the State agency and/or department which expended the funds. This may be the same agency completing the form or another State agency, if a project partner, but must not be a non-government entity.
(4)	Tie to Relevant Management Plan(s)	Identify the relevant local or national management plan that ties the expenditure to coral reef conservation and/or restoration. This may be the National Coral Reef Resilience Strategy, coral reef action plan, coral restoration plan, a watershed management plan, local action strategy, marine protected area management plan, etc., as long as it is publicly available and adherence can be verified. Any referenced plan or strategy must be hyperlinked and relevant section(s) or page number(s) is identified for verification.
(5)	Funding Source	All expenditures must originate from the State and be auditable. Most funds are expected to originate from the State legislature, however, some non-Federal funds received by the State through fees, assessments, fines, judgements, etc., are allowable so long as the State has control over the funds and some discretion of use at some point in time. Private donations or grant awards, or mitigation funds not directly controlled by the State (e.g., nonprofit, trust, etc.) are not eligible even if the State has some management or other decision-making authority. Federal funds are never allowable even if they pass through a State agency or another entity first, however, State expenditures counted as non-Federal matching funds for a Federal grant award may be included.
(6)	Non-Federal Funds Expended	Enter the total non-Federal funds expended for the listed program, project, task, or expense. These may be rounded, if preferred, to the nearest \$10,000 for expenditures in excess of \$100,000.
(7)	Subtotal	The total non-Federal funds expended for this page only.
(8)	Total	The cumulative total of all preceding pages if submitting more than one page.

Public Burden Statement

The public reporting burden for this information collection is estimated to be between 5-12 hours per response. This burden estimate includes time for reading the instructions, reviewing the questions, and completing the survey instrument. Send comments regarding the accuracy of this burden estimate and any suggestions for reducing the burden to: craig.a.reid@noaa.gov. You are not required to respond to this collection of information unless a valid OMB control number is displayed.