NPO Grants/Contracts - Data Collection Form

REPORTING ENTITY: _____ ENTITY CODE: _____

_____ QUARTER OR _____ MONTH ENDING DATE _____ *(Please indicate quarterly or monthly reporting.)*

Contact Person: _____ Phone Number: _____ Fax Number: _____

Contact Title: _____ E-Mail Address: _____ Address: _____

City, State, Zip Code: _____

RETURN TO:
Georgia Department of Audits
Nonprofit and Local Government Audit Division - NPO Review Section
270 Washington St., Suite 1-156 Fax: (404) 651-5608
Atlanta, GA 30334-8400 Email: npo@audits.ga.gov

GRANT/ CONTRACT NUMBER	GRANT/ CONTRACT DATE	SCOA	STATE AWARD	FEDERAL AWARD	TOTAL AWARD	NPO FEI NUMBER	NPO NAME	NPO STREET ADDRESS	NPO CITY	NPO STATE	NPO ZIP CODE	NPO CONTACT PERSON	NPO PHONE	MONTH FISCAL YEAR ENDS	PURPOSE OF GRANT/CONTRACT

Explantion of Data Fields

REPORTING ENTITY - The name of your organization.
ENTITY CODE -The entity code number assigned to your state organization
QUARTER OR MONTH ENDING DATE - The ending date of the reporting period for data included on this report.
CONTACT PERSON - Person responsible for communicating with the NPO Review staff concerning grants/contracts with NPO's.
CONTACT TITLE - Title of person assigned contact responsibility.
PHONE NUMBER - Phone number of the contact person.
E-MAIL ADDRESS - E-Mail address of the contact person.
FAX NUMBER - The Fax number of the reporting entity.
ADDRESS - Mailing address of the reporting entity.

GRANT/CONTRACT NUMBER - The specific grant/contract number assigned by your organization.
GRANT/CONTRACT DATE - The date of the grant/contract.
SCOA - The State chart of account classification where this grant/contract was recorded.
STATE AWARD - The amount of state funds awarded.
FEDERAL AWARD - The amount of federal funds awarded.
TOTAL AWARD - The total award amount for the grant/contract.
NPO FEI NO. - The Federal employees indentification number of the NPO.
NPO NAME - The name of the nonprofit organization receiving the grant/contract.
NPO STREET ADDRESS - The street address of the nonprofit organization.

NPO CITY - The city of the nonprofit organization.
NPO STATE -The state of the nonprofit organization.
NPO ZIP CODE - The zip code of the nonprofit organization.
NPO CONTACT PERSON - Person responsible for audit requirements at nonprofit organization.
NPO PHONE - Phone number of contact person at nonprofit organization.
MONTH FISCAL YEAR ENDS - The month of fiscal year end for the nonprofit. This month determines when reports are required to be submitted.
PURPOSE OF GRANT/CONTRACT - A decription of the purpose of the grant/contract.