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PUBLIC UTILITIES COMMISSION

STATE OF HAWAII
DEPARTMENT OF BUDGET AND FINANCE
P.O. BOX 150
HONOLULU, HAWAII 96810-0150

ADMINISTRATIVE AND RESEARCH OFFICE
BUDGET, PROGRAM PLANNING AND
MANAGEMENT DIVISION
FINANCIAL ADMINISTRATION DIVISION

September 5, 2003

FINANCE MEMORANDUM

MEMO NO. 03-07

TO: All Department Heads

FROM: Georgina K. Kawamura
Director of Finance

SUBJECT: Report on Non-General Fund Information

In accordance with Section 37-47, HRS, the Department of Budget and Finance is compiling a report on all non-general fund accounts for submittal to the 2004 Legislature.

Please complete the attached form (Form 37-47) concerning non-general funds. Make copies of the form and use additional sheets if necessary. The form can also be provided in Excel format and is available for download at:
<http://www.state.hi.us/budget/bppmforms.htm#nongeneralfund>.

Your response should be submitted by December 1, 2003, to the following address:

Mr. Neal Miyahira, Administrator
Budget, Program Planning and Management Division
Department of Budget and Finance
250 S. Hotel Street, Room 301
Honolulu, Hawaii 96813

Please submit **three paper copies and one electronic copy** (PDF, Microsoft Word or Excel formats) of all completed forms.

Please have your staff contact Mr. Neal Miyahira, Administrator of the Budget, Program Planning and Management Division, at 586-1530 if there are any questions. Thank you for your cooperation with this request.

Attachment

Report on Non-General Fund Information
for Submittal to the 2004 Legislature

Department: _____

Date: _____

Prepared by: _____

Phone: _____

Name of Fund: _____

Legal Authority: _____

Fund Type (MOF): _____

Approp. Acct. No. _____

Intended Purpose:

Current Program Activities:

Financial Data		
	FY 2003	FY 2004
Beginning Cash Balance		
Beginning Encumbrances		
Revenues		
Expenditures		
Transfers (List Each Transfer by JV# and Date)		
Net Total Transfers		
Amount Derived from Bond Proceeds		
Ending Cash Balance		
Amount Required for Bond Covenants as of 7/1/03		
Amount held in Certificates of Deposit, Escrow Accounts, or Other Investments as of 7/1/03.		