

New Mexico Public Education Department
Charter School Application
5 Year Budget Plan 2010

Instructions

Included are FOUR worksheets that make up the Five Year Plan Projections Template. Please read the following instructions before completing each worksheet.

Note: The only worksheets that require your input are the 910B5(SEG) and 5-YEAR BUDGET PROJECTION. The Instructions and Graphs worksheets do not require any action by you. Training to assist you in completing these required forms will be provided during the 2010 Prospective Applicant Workshops.

910B5(SEG)

This worksheet has been provided as a means of estimating the State Equalization Guarantee (SEG) funding. Please contact the Public Education Department - School Budget & Finance Analysis Bureau (505) 827-3860 for assistance in correctly completing this form.

FUND 11000-OPERATIONAL REVENUE - The State Equalization Guarantee (SEG) revenue amount comes from the 910B5 worksheet. This is an estimate of funding based on your Membership Projections (enrollment). Your SEG amount derived from this worksheet will be entered on the 5 YEAR BUDGET PROJECTION

5 YEAR BUDGET PLAN - This worksheet should be completed for the OPERATIONAL FUND ONLY.

Only cells that are unprotected on this worksheet can be modified with data. Please enter the detailed revenue and expenditure data for the Operational Fund (11000) only. All other local, state or federal grant revenues and, such as your Federal Charter School grant, should be discussed in the narrative section of the application.

SUPPLEMENT 3 - The Public School Accounting and Budgeting (PSAB) Supplement 3 Manual provides the definitions and descriptions for accounting codes including: funds, functions, object codes, programs and job classifications.

UCOA - The PED Uniform Chart Of Accounts provides all the valid account strings and recognized federal, state, local and private grants. This document will be helpful in identifying other funding sources in the 24xxx through 31xxx series of funds

Use the most recently updated versions of these documents as references when completing the 5 year budget worksheets. To download these documents, click below.

[SUPPLEMENT 3](#)

[UNIFORM CHART OF ACCOUNTS \(UCOA\)](#)