Decision Tree for Potential Fund 80 – Community Program or Service Cost

Each function, program or service operated by a school district is a part of the district’s general school operations (normally Fund 10 costs) unless documented to be part of the school board’s established community programs or services offered under Wis. Stat. § 120.13(19). Costs associated with community programs and services shall not be included in the school district’s shared cost under Wis. Stat. § 121.07(6).

State law defines eligible community programs and services as community education, training, recreational, cultural or athletic programs and services, outside the regular curricular and extracurricular programs for pupils. The Wisconsin Uniform Financial Accounting Requirements (WUFAR) establishes the Community Service Fund 80. In addition, PI 80 has been created to define ineligible Fund 80 costs.

Wis. Stat. § 121.91(4)(r) defines the consequence to a school district determined to have ineligible expenditures for community programs and services. Therefore, if a school district spends money on an ineligible item, the district’s revenue limit authority will be reduced by the amount equal to that ineligible expenditure. The reduction to the district’s revenue limit authority is similar to a non-recurring exemption.

This 10 question process is designed to assist school district staff in implementing school board policy related to current and future Community programs and services.
1. Does the school Board have a Policy regarding Community Programs and Services (Fund 80)? Wis. Stat. §120.13(19)

   NO - The school board is strongly encouraged to develop one soon. Go to #2

   YES - Be prepared to explain how it guides the operation of all programs and services in Fund 80. Go to #2

2. Has the district contacted their audit firm and the School Financial Services team prior to instituting the proposed program or service as a part of their Community Programs and Service (Fund 80) operation?

   YES - However, remember the actual use of Fund 80 resources for the proposed activity after this review could become ineligible, if the facts change regarding the proposed project or service. Go to #3

   NO - Improper use of Fund 80 resources will result in a direct negative impact on the school district’s future revenue limit calculation, with a dollar for dollar reduction. Go to #3

3. Is this community program or service outside of the district’s regular curricular and extra-curricular programs and services for students enrolled in the school district? Wis. Stat. § 120.13(19)

   NO
   i. Modify; or
   ii. DONE (is a Fund 10 cost)

   YES - Be prepared to document. Go to #4.

4. If the school board or district would continue the community program or service after Fund 80 is not operating and the program is considered essential to school district operations. Does the school Board and all individuals involved in this program or service understand, that if for some reason Fund 80 no longer was operational in the district, the program or service cannot be moved to the General Fund (Fund 10) to continue to operate. (PI-80.02(4)).

   NO
   i. Modify; or
   ii. DONE (is a Fund 10 cost)

   YES, Be prepared to document. Go to #5.

   Question #5 can be found on the next page.
5. Is the community program or service restricted to students enrolled in the school district?  (PI-80.02(1))

   YES
   i. Modify; or
   ii. DONE (is a Fund 10 cost)

   NO - Be prepared to document. Go to #6.

6. Will the community program or service be scheduled in a restriction to participation for non-public school students?  (PI-80.02(2)).

   YES
   i. Modify; or
   ii. DONE (is a Fund 10 cost)

   NO - Be prepared to document. Go to #7.

7. Can all related costs for this community program or service be documented as actual and additional beyond all current costs the district is incurring in the General Fund (Fund 10)?  (PI-80.02(3))

   NO,
   i. Modify and re-ask Q #7 or
   ii. DONE (is a Fund 10 cost)

   YES - Be prepared to document. Go to #8

8. Will any community program or service costs be shared with other district operational funds?

   NO -
   IF all costs are in Fund 80 be prepared to document. Go to #9

   YES,
   i. Explain how each cost will be determined to be “actual and additional” in each district Fund. Go to #9
   ii. Modify, if unable to document “actual and additional” costs
   iii. DONE – if not able to document as Fund 80 cost; than it is a Fund 10 cost.

Question # 9 and #10 are on the next page.
Based on your responding to the 10 question process your district should have the information needed to make a final decision regarding the eligibility of this activity or program being considered as part of your Community Programs or Services (Fund 80).