

ILCC Form AR-911 (Oct 2015)

**OCTOBER 2015 REPORT OF
EMERGENCY TELEPHONE SYSTEM BOARDS/
QUALIFIED GOVERNMENTAL ENTITIES/
OTHER ENTITIES**

TO THE

**ILLINOIS COMMERCE
COMMISSION**



This state agency is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined in Section 27 of the Wireless Emergency Telephone Safety Act [50 ILCS 751/27]. Disclosure of this information is REQUIRED. Failure to provide any information could result in the penalty prescribed in 50 ILCS 751/27.

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ILLINOIS COMMERCE
COMMISSION ILCC Form AR-911
(Oct 2015)

GENERAL INSTRUCTIONS

1. The ILCC Form AR-911 (Oct 2015) shall be filed by each emergency telephone system board/qualified governmental entity/other entity by October 1, 2015, pursuant to Section 27 of the Wireless Emergency Telephone Safety Act (50 ILCS 751/27).
2. ILCC Form AR-911 (Oct 2015) shall be completed by entering the required information into the ILCC Form AR-911 (Oct 2015) Excel Workbook file. That Excel Workbook file will then be filed electronically with the Illinois Commerce Commission. This Excel Workbook file can also be found on the Illinois Commerce Commission website: <http://www.icc.illinois.gov/filings/ar911/>.
3. All instructions shall be followed and each question shall be answered fully and accurately. Each question should be sufficiently answered so that it appears that no question has been overlooked. The expression “none” or “not applicable” shall be given as the answer to any particular inquiry where it truly and completely states the fact.
4. Enter all data into the Excel Workbook file.
5. The Initial Report shall in all particulars be complete in itself. References to other documents and reports shall not be made in lieu of required entries.
6. If it is necessary to insert additional statements for the purpose of further explanations of accounts or tabs, insert the statements on Tab 9 or include the statements in a Portable Document Format (PDF) file. Each statement shall reference the items being discussed with tab number and line number. File the PDF file electronically at the time of filing the Excel Workbook file.
7. Amounts inserted into the Excel Workbook shall be rounded to the nearest dollar.
8. The last page of this Initial Report is the Verification Page. The Verification Page must be completed, signed, and notarized. File a PDF copy of the notarized Verification Page electronically at the time of filing the Excel Workbook.

TEXT OF SECTION 27 OF THE
WIRELESS EMERGENCY TELEPHONE SAFETY ACT

(50 ILCS 751/27)

(Section scheduled to be repealed on July 1, 2015)

Sec. 27. Financial reports.

(a) The Illinois Commerce Commission shall create uniform accounting procedures, with such modification as may be required to give effect to statutory provisions applicable only to municipalities with a population in excess of 500,000, that any emergency telephone system board, qualified governmental entity, or unit of local government described in Section 15 of this Act and Section 15.4 of the Emergency Telephone System Act or any entity imposing a wireless surcharge pursuant to Section 45 of this Act must follow.

(b) By October 1, 2014, each emergency telephone system board, qualified governmental entity, or unit of local government described in Section 15 of this Act and Section 15.4 of the Emergency Telephone System Act or any entity imposing a wireless surcharge pursuant to Section 45 of this Act shall report to the Illinois Commerce Commission audited financial statements showing total revenue and expenditures for each of the last two of its fiscal years in a form and manner as prescribed by the Illinois Commerce Commission's Manager of Accounting. Such financial information shall include:

- (1) a detailed summary of revenue from all sources including, but not limited to, local, State, federal, and private revenues, and any other funds received;
- (2) operating expenses, capital expenditures, and cash balances; and
- (3) such other financial information that is relevant to the provision of 9-1-1 services as determined by the Illinois Commerce Commission's Manager of Accounting.

The emergency telephone system board, qualified governmental entity, or unit of local government is responsible for any costs associated with auditing such financial statements. The Illinois Commerce Commission shall post the audited financial statements on the Commission's website.

(c) By October 1, 2015 and each year thereafter, each emergency telephone system board, qualified governmental entity, or unit of local government described in Section 15 of this Act and Section 15.4 of the Emergency Telephone System Act or any entity imposing a wireless surcharge pursuant to Section 45 of this Act shall report to the Illinois Commerce Commission audited annual financial statements showing total revenue and expenditures in a form and manner as prescribed by the Illinois Commerce Commission's Manager of Accounting.

The emergency telephone system board, qualified governmental entity, or unit of local government is responsible for any costs associated with auditing such financial statements.

The Illinois Commerce Commission shall post each entity's individual audited annual financial statements on the Commission's website.

(d) If an emergency telephone system board or qualified governmental entity that receives funds from the Wireless Service Emergency Fund fails to file the 9-1-1 system financial reports as required under this Section, the Illinois Commerce Commission shall suspend and withhold monthly grants otherwise due to the emergency telephone system board or qualified governmental entity under Section 25 of this Act until the report is filed.

Any monthly grants that have been withheld for 12 months or more shall be forfeited by the emergency telephone system board or qualified governmental entity and shall be distributed proportionally by the Illinois Commerce Commission to compliant emergency telephone system boards and qualified governmental entities that receive funds from the Wireless Service Emergency Fund.

(e) The Illinois Commerce Commission may adopt emergency rules necessary to carry out the provisions of this Section.

(Source: P.A. 98-634, eff. 6-6-14.)

9-1-1 Emergency Telephone System Name

ETSB Statement of Revenues, Expenditures, and the 9-1-1 Reserve Balance
For the Two Most Recent Fiscal Years

Line #	AC #	Tab 1 Revenues Expenditures & Reserve Balance Description	Most Recent Fiscal Year Ending	Second Most Recent Fiscal Year Ending
			Most Recent Fiscal Year Ending Date	2nd Most Recent Fiscal Year Ending Date
1		Operating Revenues		
2	3011	Wireline Surcharge:	\$ -	\$ -
3	3012	VoIP Surcharge:		
4	3013	Wireless Surcharge		
5	3014	General Revenue		
6	3015	Grants		
7	3021	Revenue from Local Government Contractual Services		
8	3031	Other (local taxes, fees etc.)		
9	3041	Interest Income		
10		TOTAL OPERATING REVENUES	\$ -	\$ -
11		Operating Expenditures		
12		9-1-1 Call Delivery Total (from Tab 2-1 E & E, line 15)	\$ -	\$ -
13		9-1-1 Call Taking Total (from Tab 2-1 E & E, line 48)	-	-
14		9-1-1 Call Dispatch Total (from Tab 2-1 E & E, line 64)	-	-
15		Administrative Total (from Tab 2-2 E & E, line 103)	-	-
16		Other Expenses and Expenditures (from Tab 2-2 E & E, line 105)	-	-
17		TOTAL OPERATING EXPENDITURES	\$ -	\$ -
18		Operating Income (Loss) (Line 10 - line 17)	\$ -	\$ -
19		Nonoperating Income (Loss) (from Tab 4 NOI & FT, line 26)	\$ -	\$ -
20		Net Income (Loss) Before Transfers	\$ -	\$ -
21		Transfers In (Out) (from Tab 4 NOI & FT, line 52)	\$ -	\$ -
22		Net Income (Loss) After Transfers	\$ -	\$ -
23		9-1-1 Reserves		
24		Beginning 9-1-1 Reserve Balance	\$ -	\$ -
25		Change in 9-1-1 Reserve (Net Income (Loss) After Transfers) (Line 22)	-	-
26		Ending 9-1-1 Reserve Balance (Line 24 + line 25)	\$ -	\$ -
27		Reserves Earmarked for Capital Equipment Purchases (from Tab 5 CEP, line 51)	\$ -	
28		Available 9-1-1 Reserve Balance (Line 26 - line 27)	\$ -	

9-1-1 System Statistics		Most Recent Fiscal Year	Second Most Recent Fiscal Year
29	Annual 9-1-1 Wireline Calls Taken (If necessary, explain on Tab 9.):		
30	Annual 9-1-1 Wireless Calls Taken:		
31	Total Annual 9-1-1 Calls Taken (Wireless + Wireline):	-	-
32	Total Population of Community Served (Per Census):		
33	Local Wireline Rate per Month	\$ -	\$ -
34	Number of Primary PSAPs:		
35	Number of Secondary PSAPs:		
36	Total Number of First Line Telecommunicators:		
37	NG 911 Capable (yes / no):		

38	9-1-1 Contact Person -- Name	
39	9-1-1 Contact Person -- Telephone Number	
40	9-1-1 Contact Person -- E-mail Address	

9-1-1 Emergency Telephone System Name
 ETSB Statement of Expenditures
 For the Two Most Recent Fiscal Years

Tab 2-1 Expenditures, page 1			Most Recent Fiscal Year Ending			Second Most Recent Fiscal Year Ending		
Line #	AC #	Description	Most Recent Fiscal Year Ending Date			2nd Most Recent Fiscal Year Ending Date		
			Operating Expenses	Capital Expenditures	Total Expenditures	Operating Expenses	Capital Expenditures	Total Expenditures
1		9-1-1 Call Delivery						
2	4111	9-1-1 System Provider Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	4112	ILEC/CLEC Costs						
4	4121	NG9-1-1 ESINET						
5	4122	Microwave/Broadband Connectivity						
6	4124	Other Network Costs						
7								
8								
9								
10								
11								
12								
13								
14								
15		9-1-1 Call Delivery Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16		9-1-1 Call Taking						
17	4011	Salary and Wages: Mapping & Addressing/GIS Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	4012	Salary and Wages: Telecommunicators (If applicable, complete TAB 9.)						
19	4060	Call Taking--Personnel Benefits (retirement, insurance, FICA, etc.)						
20	4211	Computer Aided Dispatch (CAD) Workstations/Hardware						
21	4212	CAD Software						
22	4213	CAD Lease/Maintenance						
23	4214	CPE Workstation Equipment/Hardware						
24	4215	CPE Software						
25	4216	CPE Lease/Maintenance						
26	4217	GIS Software						
27	4218	GIS Hardware						
28	4219	GIS Software Maintenance						
29	4220	GIS Hardware Maintenance						
30	4221	Other GIS Data Development and Maintenance						
31	4222	EMD/EPD/EPD Hardware/Software						
32	4223	Network Hardware						
33	4224	Server Hardware						
34	4225	Voice/Data Logging Recorder						
35	4226	Voice/Data Logging Recorder Lease/Maintenance						
36	4227	TTY Equipment (if not built into CPE)						
37	4228	Emergency Power Generator						
38	4229	Generator Fuel						
39	4230	Generator Maintenance						
40	4231	Lease for Generator						
41	4232	UPS Power						
42	4233	UPS Power Maintenance						
43	4234	9-1-1 Workstation Furniture						
44	4241	Manning of 9-1-1 Call Boxes						
45	4242	Records Management (portion directly related to 9-1-1)						
46	4243	9-1-1 Language Translation Services						
47	4276	Call Taking 9-1-1--Technical Training/Required Certifications/Testing						
48		9-1-1 CALL TAKING TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
49		9-1-1 CALL DISPATCH						
50	4311	Fire/EMS Station Alerting	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
51	4321	Pagers						
52	4322	Wireless Phones						
53	4323	Portable Radios/Mobile						
54	4331	Mobile Data Interface						
55	4332	Radio Consoles						
56	4333	Radio Circuits to Towers						
57	4334	Radio Antenna System						
58	4335	Radio System/Infrastructure						
59	4336	Radio Lease/Maintenance						
60	4337	Radio Frequency Licensing						
61	4341	Tower Site						
62	4342	Tower Lease						
63	4343	Tower Site Maintenance						
64		9-1-1 CALL DISPATCH TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Statement of Expenditures
 For the Two Most Recent Fiscal Years

		Tab 2-2 Expenditures, Page 2	Most Recent Fiscal Year Ending			Second Most Recent Fiscal Year Ending		
Line #	AC #		Most Recent Fiscal Year Ending Date			2nd Most Recent Fiscal Year Ending Date		
		Description	Operating Expenses	Capital Expenditures	Total Expenditures	Operating Expenses	Capital Expenditures	Total Expenditures
65		ADMINISTRATIVE						
66	4031	Salary and Wages: 9-1-1 Coordinator	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
67	4032	Salary and Wages: Other Administrative						
68	4033	Salary and Wages: Technical Personnel						
69	4034	Salaries and Wages: Other Employees (Explain in Tab 9.)						
70	4080	Administrative--Personnel Benefits (retirement, insurance, FICA, etc.)						
71	4411	Administrative Telephone Lines						
72	4412	Administrative Wireless Phones						
73	4413	CJIS Security Compliance						
74	4414	NG9-1-1 ES/NET Design Planning						
75	4415	NG9-1-1 Regional Shared Services						
76	4417	Wireless Accuracy Testing Services						
77	4418	Physical Security						
78	4419	Procurement/Installation Services						
79	4421	Repairs/Maintenance not Covered in Lease/Maintenance Agreement (Explain on Tab 9.)						
80	4431	Public Education Materials						
81	4432	Road Signs/Installation/Maintenance						
82	4441	Office Equipment						
83	4442	Office Furniture						
84	4443	Office Supplies						
85	4444	Uniforms						
86	4445	Subscriptions and Dues (Explain on tab 9.)						
87	4476	Administrative 9-1-1--Technical Training/Required Certifications/Testing						
88	4481	Travel/Lodging/Meals (Directly related to 9-1-1)						
89	4482	Mileage Reimbursement						
90	4485	Vehicle						
91	4486	Vehicle Insurance/Fuel/Maintenance						
92	4513	Audit and Accounting Services						
93	4524	Financial Services						
94	4525	Human Resources Services						
95	4527	IT Services--Contracted						
96	4529	Legal Services						
97	4541	Contract Fees for Outsourced 9-1-1 Activity (Complete information on Tab 7.)						
98	4542	Other 9-1-1 PSAP or Adm. Cost Directly Related to 9-1-1 (Explain on Tab 9.)						
99	4543	PSAP/9-1-1 Office Building/Lease Cost						
100	4546	Grants (Explain fully on Tab 9.)						
101	4590	Utilities (electricity, gas, telephone, water, internet)						
102	4618	Insurance (other than for personnel)						
103		ADMINISTRATIVE TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
104		TOTAL ITEMIZED EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
105		Other Expenses and Expenditures (from Tab 3 OTHEXP, line 51)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
106		TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Enter Data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Statement of Other Expenses and Expenditures
 For the Two Most Recent Fiscal Years

Tab 3 OTHER EXPENSES		Most Recent Fiscal Year Ending			Second Most Recent Fiscal Year Ending		
		Most Recent Fiscal Year Ending Date			2nd Most Recent Fiscal Year Ending Date		
Line #	Description	Expenses	Capital Expenditures	Total Expenditures	Expenses	Capital Expenditures	Total Expenditures
	Other Expenses and Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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51	Total Other Expenses and Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Statement of Nonoperating Income (Loss) and Fund Transfers In (Out)
 For the Two Most Recent Fiscal Years

Tab 4 NOI & Fund Transfers		Most Recent Fiscal Year Ending	Second Most Recent Fiscal Year Ending
		Most Recent Fiscal Year Ending Date	2nd Most Recent Fiscal Year Ending Date
Line #	Description	Amount	Amount
	Nonoperating Income (Loss)		
1		\$ -	\$ -
2			
3			
4			
5			
6			
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22			
23			
24			
25			
26	Total Nonoperating Income (Loss)	\$ -	\$ -
Fund Transfers In (Out)			
27			\$ -
28			
29			
30			
31			
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36			
37			
38			
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50	Total Fund Transfers In (Out)	\$ -	\$ -

Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Anticipated Capital Equipment Purchases
 At the End of the Most Recent Fiscal Year

		Tab 5 Capital Equipment Purchases	Most Recent Fiscal Year Ending	
			Most Recent Fiscal Year Ending Date	
Line #	Description	Anticipated Purchase Date	Amount	
	Anticipated Capital Equipment Purchases			\$ -
1				
2				
3				
4				
5				
6				
7				
8				
9				
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11				
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51	Total Anticipated Capital Equipment Purchases			\$ -

Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Record of Capital Equipment
 At the End of the Most Recent Fiscal Year

Line #	Description of Capital Equipment Items	Most Recent Fiscal Year Ending			Most Recent Fiscal Year Ending Date	
		Purchase Price	Purchase Date	Anticipated Retirement Date	Anticipated Life Span	Average Annual Expense
	9-1-1 CALL DELIVERY Capital Equipment Items					
1		\$ -			7	\$ -
2					7	-
3					7	-
4					7	-
5					7	-
6					7	-
7					7	-
8					7	-
9					7	-
10					7	-
11					7	-
12					7	-
13					7	-
14					7	-
15					7	-
16					7	-
17					7	-
18					7	-
19					7	-
20					7	-
21	Total 9-1-1 CALL DELIVERY Capital Equipment Items	\$ -				\$ -
	9-1-1 CALL TAKING Capital Equipment Items					
22		\$ -			7	\$ -
23					7	-
24					7	-
25					7	-
26					7	-
27					7	-
28					7	-
29					7	-
30					7	-
31					7	-
32					7	-
33					7	-
34					7	-
35					7	-
36					7	-
37					7	-
38					7	-
39					7	-
40					7	-
41					7	-
42	Total 9-1-1 CALL TAKING Capital Equipment Items	\$ -				\$ -
	9-1-1 CALL DISPATCH Capital Equipment Items					
43		\$ -				\$ -
44					7	-
45					7	-
46					7	-
47					7	-
48					7	-
49					7	-
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54					7	-
55					7	-
56					7	-
57					7	-
58					7	-
59					7	-
60	Total 9-1-1 CALL DISPATCH Capital Equipment Items	\$ -				\$ -

Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Record of Capital Equipment
 At the End of the Most Recent Fiscal Year

Line #	Description of Capital Equipment Items	Most Recent Fiscal Year Ending			Most Recent Fiscal Year Ending Date	
		Purchase Price	Purchase Date	Anticipated Retirement Date	Anticipated Life Span	Average Annual Expense
	ADMINISTRATIVE Capital Equipment Items					
64		\$ -			7	\$ -
65					7	-
66					7	-
67					7	-
68					7	-
69					7	-
70					7	-
71					7	-
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73					7	-
74					7	-
75					7	-
76					7	-
77					7	-
78					7	-
79					7	-
80					7	-
81					7	-
82					7	-
83					7	-
84	Total ADMINISTRATIVE Capital Equipment Items	\$ -				\$ -
	Other Expenses and Expenditures Capital Equipment Items					
85		\$ -			7	\$ -
86					7	-
87					7	-
88					7	-
89					7	-
90					7	-
91					7	-
92					7	-
93					7	-
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98					7	-
99					7	-
100					7	-
101					7	-
102					7	-
103					7	-
104					7	-
105	Total Other Expenses and Expenditures Capital Equipment Items	\$ -				\$ -
106	Total of All Capital Equipment Items	\$ -				\$ -

Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Statement of Total Operational Costs and Outsourcing Information
 For the Two Most Recent Fiscal Year

		Tab 7 Operational Costs & Outsourcing Information	Most Recent Fiscal Year Ending		
			Most Recent Fiscal Year Ending Date		
Line #	Operating Expenses Plus the Calculated Average Annual Expense of Capital Equipment Items	Operating Expenses	Average Annual Expense	Annualized Total Cost	
	Operational Costs				
1	9-1-1 Call Delivery Total (from Tab 2-1 E & E, line 15, and from Tab 6-1 CAPEQUIP, line 21)	\$ -	\$ -	\$ -	-
2	9-1-1 Call Taking Total (from Tab 2-1 E & E, line 48, and from Tab 6-1 CAPEQUIP, line 42)	-	-	-	-
3	9-1-1 Call Dispatch Total (from Tab 2-1 E & E, line 64, and from Tab 6-1 CAPEQUIP, line 63)	-	-	-	-
4	Administrative Total (from Tab 2-2 E & E, line 103, and from Tab 6-2 CAPEQUIP, line 84)	-	-	-	-
5	Other Expenses (from Tab 2-2 E & E, line 105, and from Tab 6-2 CAPEQUIP, line 105)	-	-	-	-
6		\$ -	\$ -	\$ -	-
Statement of Total Operating Revenues and Annualized Total Cost					
		Amount			
7	Total Operating Revenues (from Tab 1 RE & RB, line 10)	\$ -			
8	Annualized Total Cost (line 6)	-			
9	Excess (Deficiency) of Total Operating Revenues over Annualized Total Cost (Line 7 - line 6)	\$ -			

		Outsourcing Information
10		Does the reporting entity outsource any parts of the 9-1-1 function?
11		
12		What specifically is outsourced? To what entity are parts of the 9-1-1 function outsourced?
13		
14		How is the reporting entity billed for the outsourced services. What is the cost basis used to determine the amount of the outsourcing cost charged to the reporting entity?
15		
16		Add any additional comments on outsourced activities.
17		

9-1-1 Emergency Telephone System Name
 ETSB Statement of Significant Events
 Occurring After the End of the Most Recent Fiscal Year

Line #	Tab 8 Significant Events	Most Recent Fiscal Year Ending
		Most Recent Fiscal Year Ending Date
	If any significant events have occurred after the end of the most recent fiscal year, insert a narrative describing each event and its fiscal impact. Identify if any dollar amounts of the fiscal impact are actual or estimated. Enter the information on the lines below, or provide the information in a separate electronic document in Portable Document Format (PDF). Note the use of a separate PDF document on line 1 of this Tab.	
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Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Explanations and Allocation Information
 Occurring After the End of the Most Recent Fiscal Year

Line #	Tab 9 Explanations and Allocations	Most Recent Fiscal Year Ending
		Most Recent Fiscal Year Ending Date
	<p>If any explanations are necessary, enter them below. If any expenses or expenditures are allocated among the ETSB and other entities, identify the expense or expenditure, describe the allocation methodology, show the dollar amounts, and list the other entities. Enter the reference Tab number and line number for each item being explained or allocated. Enter the information on the lines below, or provide the information in a separate electronic document in Portable Document Format (PDF). Note the use of a separate PDF document on line 1 of this Tab.</p>	
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Enter all data into the ILCC Form AR-911 (Oct 2015) Excel Workbook

9-1-1 Emergency Telephone System Name
 ETSB Reconciliations to Audited Amounts
 Occurring After the End of the Most Recent Fiscal Year

Line #	Tab 10 Reconciliation to Audited Amounts	Most Recent Fiscal Year Ending
		Date
Reconcile any differences between the amounts entered on ILCC Form AR-911 (Oct 2015) and the audit report(s) upon which the ILCC Form AR-911 (Oct 2015) is based. Enter the Tab number and line number for each item being reconciled. Enter the information on the lines below, or provide the information in a separate electronic document in Portable Document Format (PDF). Note the use of a separate PDF document on line 1 of this Tab.		
	Narratives and Descriptions	Amounts
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