

Montana Board of Public Education

**Annual Cash Flow Projections and Financial Reporting Form**

[Title 20, Chapter 6, Part 8](https://archive.legmt.gov/bills/mca/title_0200/chapter_0060/part_0080/sections_index.html), MCA, authorized the establishment of public charter schools in Montana and tasked the Montana Board of Public Education as the sole entity authorized to enter into public charter contracts with a governing board. Section 6.3 and Section 6.6 of the Contract requires each public charter school to prepare and provide the Board of Public Education a copy of its annual budgets and cash flow projections, as well as year-end financial statements.

**Purpose**: This Annual Cash Flow Projections and Financial Reporting Form includes a description of projected annual cash flow projections for the upcoming school year specific to the public charter school, including basic entitlements and ANB, as well as a description of significant program activities associated with public charter school expenditures. This review allows the Board of Public Education to monitor financial planning and stability of each public charter school, promote accountability, and support effective oversight of public funds.

**Name of Public Charter School: OPI School Code:**

**Name of Charter Governing Board: OPI Legal Entity Code:**

1. **Annual Cash Flow Projections**

Attach a report showing cash flow projections, including basic entitlements and ANB, specific to the public charter school beginning July 1 and ending June 30 for the upcoming school year.

1. **Financial Report**

Attach a report showing total district expenditures by fund associated with the public charter school for the period beginning July 1 through the most recently completed school year. General fund expenditures must be reported for the public charter school by program, function, and object. Please show subtotals by function at the same level of detail required by the Trustees Financial Summary or submit portions of the Trustees Financial Summary that correspond with these reporting requirements.

Additionally, briefly describe below what expenses, if any, can be attributed to new or unexpected costs specific to the public charter school. For example, new curriculum purchased, new staff hired, new facilities costs, new technology purchased, one-time training for staff, etc.

This is a fillable text box.

1. **Submission Timeline:** Due September 30

Signature\_\_\_\_\_\_\_

Chair of the Charter Governing Board Date

Signature

School Business Manager Date

*Please visit our resources page at* [*https://bpe.mt.gov/PUBLIC\_CHARTER\_RESOURCES*](https://bpe.mt.gov/PUBLIC_CHARTER_RESOURCES) *for more information.*

*Submit the Annual Cash Flow Projections and Financial Reporting Form* *to* *bpe@mt.gov*.