Instructions for AK-PPR-B, Program Indicators

Item	Data Elements	Line Item Instructions for AK-PPR-B
1	Grantee Name	Enter the name of the jurisdiction as identified on the grant award document.
2	State Grant Number	Enter the State Grant Number as identified on the jurisdictions grant award.
3a	UEI	Enter the jurisdiction's Unique Entity Identifier (UEI). UEI must remain active during grant performance period.
3b	EIN	Enter the jurisdiction's Employer Identification Number (EIN) provide by the Internal Revenue Service (IRS).
4	Reporting Period	Enter the reporting period date for which the report is prepared. The reporting quarters are 1/1-3/31, 4/1-6/30, 7/1-9/30, and 10/1-12/31 for each calendar year. For final reports the reporting dates are from the beginning of the jurisdiction's grant performance period to the end. This can be found on the grant award document.
Program Indicators		
B.(1)	PBD #	Enter the Project Budget Detail (PBD) # for each project awarded. The PBD #'s can be found on the Project Budget Detail Report provided with jurisdiction's grant award documents.
B.(2)	Project Description	Enter the Project Description as defined on the jurisdiction's Project Budget Detail Report.
B.(3)	Percentage Completed	Indicate the percent the project is completed.
B.(4)	Project Explanation and Related Expenses	Briefly explain the progress of the project. Indicate the amount of expenditures related to the project, if any. If reimbursement is requested total must match invoicing and amount requested on financial report.