

**NEW YORK STATE DEPARTMENT OF ECONOMIC DEVELOPMENT**

**PRIVATE ACTIVITY BOND  
ALLOCATION ADJUSTMENT REPORT**

Name of Agency

Address

A. ALLOCATIONS

1. Initial
2. From Statewide Bond Reserve
3. Transfers FROM Other IDA
4. Sum of Allocations Received  
(add lines 1, 2 and 3)
5. Minus Transfers TO Other IDA(s)
6. TOTAL ALLOCATION

B. BONDS ISSUED

1. Dollar Total of Bonds Issued Subject  
to Allocation (January 1 to date)
2. Dollar Total of BONDS TO BE ISSUED  
September 1 - December 31 SUBJECT  
TO ALLOCATION
3. BOND ISSUES, TOTAL

C. ALLOCATION ADJUSTMENT (SUBTRACT A FROM B)

1. Allocation Surrendered to Reserve  
(B LESS THAN A):
2. Additional Allocation Required  
(B GREATER THAN A):

SIGNED

PRINTED NAME

DATE

## NEW YORK STATE DEPARTMENT OF ECONOMIC DEVELOPMENT

### INSTRUCTIONS FOR COMPLETING ANNUAL ALLOCATION ADJUSTMENT REPORT

- A.
1. Enter the amount of the Initial Allocation received from the Department of Economic Development.
  2. Enter the total of all additional allocations received in the current year from the Statewide Bond Reserve from the Department of Economic Development, less any amounts returned to the Reserve because of project cancellations or other reasons.
  3. Enter the amount of any allocation received FROM another IDA this year.
  4. Enter the sum of allocations received -- total of lines 1, 2 and 3.
  5. Enter the amount of any allocation transferred TO another IDA this year.
  6. Enter the net amount of allocation: subtract line 5 from line 4.
- B.
1. Enter the total for all bonds issued from January 1 to date subject to allocation. List the face amount, principal user and date of issue for each issue on an attached sheet.
  2. Enter the total dollar amount of bond issues subject to allocation anticipated for the remainder of calendar year (September 1 - December 31). List face amount, principal user, and projected closing date on an attached sheet.
  3. Enter the sum of B-1 and B-2. Attach Request for Additional Allocation, if necessary.
- C. If A-6 is larger than B-3, enter the difference on line C-1.  
If line A-6 is smaller than line B-3, enter the difference on line C-2 AND SUBMIT REQUEST FOR ADDITIONAL ALLOCATION. (If allocations and bond issues balance, leave both lines blank.)

Return completed form by **September 1** to:

NYS Department of Economic Development  
625 Broadway  
Albany, NY 12245  
Attention: George LaPointe or by e-mail to: [george.lapointe@esd.ny.gov](mailto:george.lapointe@esd.ny.gov)

