



NORTH CAROLINA
Department of Transportation

2025 Powell Bill Annual Training

June 2025

Connecting people, products and places safely and efficiently with customer focus, accountability and environmental sensitivity to enhance the economy and vitality of North Carolina

Overview of the Powell Bill Program

Purpose of Funding

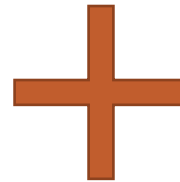
- Powell Bill allocations are made to incorporated municipalities which establish their eligibility and qualify per NCGS § 136-41.1 through 136-41.4
- Use of Funds:
 - PRIMARILY for the resurfacing of streets
 - Maintaining, repairing, constructing, reconstructing, or widening of any street / public thoroughfare including bridges, drainage, curb and gutter, and other necessary appurtenances **within the corporate limits** of the municipality
 - Cost of assessments levied for such purposes
 - Planning, construction and maintenance of bikeways, greenways or sidewalks

Allocation Formula* – NCGS 136-41.1(a)

Population



75 %



Certified Mileage



25 %

Total funds available is split 75/25, then each amount divided by total population or total mileage to obtain a rate per capita and per mile.

*The current formula of 75% / 25% was changed in statute in 1971.

Senate Bill 257 (SB 257) - Proposed

Has not passed

S

6

GENERAL ASSEMBLY OF NORTH CAROLINA

SESSION 2025

SENATE BILL 257

Appropriations/Base Budget Committee Substitute Adopted with unengrossed amendments 4/15/25

Finance Committee Favorable 4/15/25

Pensions and Retirement and Aging Committee Substitute Adopted 4/15/25

Third Edition Engrossed 4/17/25

House Committee Substitute Favorable 5/19/25

House Committee Substitute #2 Favorable 5/20/25

Sixth Edition Engrossed 5/22/25

Short Title: 2025 Appropriations Act.

(Public)

Relevant sections related to Powell Bill Program Section 3.1. and Section 43.5. :

PART III. HIGHWAY FUND AND HIGHWAY TRUST FUND

CURRENT OPERATIONS AND EXPANSION/HIGHWAY FUND

SECTION 3.1. Appropriations from the State Highway Fund for the maintenance and operation of the Department of Transportation and for other purposes, as enumerated, are made for each year of the 2025-2027 fiscal biennium, according to the following schedule:

Highway Fund	FY 2025-26	FY 2026-27
Administration	\$133,880,672	\$133,880,672
Division of Highways		
Administration	55,675,557	55,675,557
Construction	81,543,078	81,543,078
Maintenance	2,252,507,812	2,241,585,107
Governor's Highway Safety Program	351,695	351,695
OSHA	358,030	358,030
Aid to Municipalities		
Powell Bill	185,875,000	185,875,000

POWELL BILL FUNDS

SECTION 43.5. For the 2025-2027 fiscal biennium:

- (1) The Department of Transportation shall not reduce the funds appropriated under this act to the State Aid – Powell Bill Fund for allocation under the Powell Bill (G.S. 136-41.1 through G.S. 136-41.4).
- (2) Notwithstanding G.S. 136-41.1(a), eligible municipalities with a population of 400,000 or more shall receive the same amount of Powell Bill Program funds allocated for the 2020-2021 fiscal year. The remaining Powell Bill Program funds shall be allocated to municipalities with a population of fewer than 400,000 in accordance with the requirements of G.S. 136-41.1(a).

Qualification Requirements

Municipalities that were incorporated Before January 1, 1945

- Has conducted municipal elections within the last 4 years
- Currently imposes an ad valorem tax or provides other funds for general operating expenses



Qualification Requirements

Municipalities that were incorporated Between January 1, 1945 and December 31, 1999

- Has conducted municipal elections required by charter/general law
- Levied at least 5¢ per \$100 valuation of all taxable property within corporate limits and has collected at least 50% of the ad valorem tax levied from the preceding fiscal year
- Provides at least 2 of these municipal services:
 - Water Distribution
 - Sewage Collection or Disposal
 - Police Protection
 - Street Maintenance, Construction, or Right-of-way Acquisition
 - Fire Protection
 - Street Lighting
 - Garbage And Refuse Collection or Disposal

Qualification Requirements




Municipalities that were incorporated After January 1, 2000

- Has conducted municipal elections required by charter/general law
- Levied at least 5¢ per \$100 valuation of all taxable property within corporate limits and has collected at least 50% of the ad valorem tax levied from the preceding fiscal year
- Provides at least 4 of these municipal services:
 - Police Protection
 - Fire Protection
 - Solid Waste Collection or Disposal
 - Water Distribution
 - Street Construction or Right-of-way Acquisition
 - Street Maintenance
 - Street Lighting
 - Zoning

Powell Bill Deadlines

All required Powell Bill documents may be submitted any time after July 1st.
You do not have to wait for the deadlines to submit the required information.

IMPORTANT DATES TO REMEMBER

<p>Certified Statement, street listing, certified Powell Bill map, and add/delete sheet (if applicable)</p> 	<p>Powell Bill Expenditures Report is statutorily due</p> 	<p>Municipal Street Fiscal Data Report is due</p> 
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**** Your municipality will be disqualified from the Powell Bill Program if all required documentation is not received prior to the disbursement of the allocation ****

Powell Bill Reporting System (PBRs)

North Carolina Identity Management (NCID)

An NCID account is required to log into the Powell Bill Reporting System (PBRs)

- **Current PBRs Users:**
 - Make sure existing NCID password is active and you're able to access the Enterprise Business System (EBS)
- **New PBRs Users – set up your NCID**
 - Municipal Employees: Contact your NCID Designated Administrator
 - Contract Workers: Go to Set up Individual Accounts

Instructions are on our website:

<https://connect.ncdot.gov/municipalities/State-Street-Aid/>

Powell Bill Reporting System

Logon to Powell Bill Reporting System(PBRs)

Instructions for obtaining access to Powell Bill reporting system - PBRs R032425.pdf

Important Dates to Remember



Powell Bill Reporting System

- Once your NCID account has been set up, complete PBRs Access Authorization form
- Email to Powell Bill Unit for processing NCDOT_PowellBill@ncdot.gov
- Make sure the applicable information in Section 1 matches your NCID account information and that you have the correct Permissions in section 2.

*Business Partner #: _____
Powell Bill Unit Use Only

Powell Bill Reporting System (PBRs) Access Authorization

The Powell Bill reporting system (PBRs) is used to complete a variety of work such as submitting the Certified Statement (CS), Street Listing, digital map, the Expenditure Report (ER) and Fiscal Data Report (FDR). Access is set up on an individual basis.

To be granted access to the PBRs, you must first have an active NCID account. A separate NCID is required for each individual user and sharing an account is prohibited. The information entered below must match the information from your NCID account exactly.

If you already have a current NCID account or once your NCID account has been set up, your completed access form should be emailed to the Powell Bill (PB) Unit at NCDOT_PowellBill@ncdot.gov for processing. **Please ensure that you fill in all of the blanks below, if field is not applicable, please enter N/A.**

Section 1 – User Information (exactly as it appears on your NCID account)

NCID username: _____

First name: _____ Middle initial: _____ Last name: _____

Telephone: _____ Ext. _____ Email: _____

Job title: _____

Should your email address be added to the PB vendor account to receive the ACH notifications? ☐ Yes ☐ No

Section 2 – Job Function Permissions

☐ **Display ONLY** – (Z-GM_PB_SR_DISPLAY_ALL_COMP)

☐ Display/Create/Submit/Change – Certified Statement (Agreement) – (Z-GM_PB_SR_AGREEMENT_COMP)

☐ Display/Create/Submit/Change – Powell Bill Expenditure or Fiscal Data Report (Change Request) – (Z-GM_PB_SR_MUN_FISCAL_RPT_COMP)

☐ Display/Create/Submit/Change – **ALL** – (Z-GM_PB_SR_AGREE_MUN_FI_COMP) & (CRM Business Role for all= ZPOWAP) This permission will allow the user to complete all the required PB information

Section 3 – Municipality Information

Municipality: _____

Municipality mailing address: _____

Municipality telephone: _____ Municipality email: _____

Mayor's name: _____ Clerk/Administrator's name: _____

Mayor's email: _____

☐ I certify the information above is accurate and I am the authorized person to perform the duties listed.

Applicant's name (Please print): _____

Applicant's signature*: _____ Date: _____

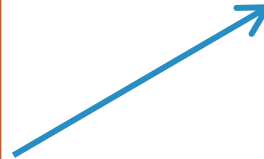
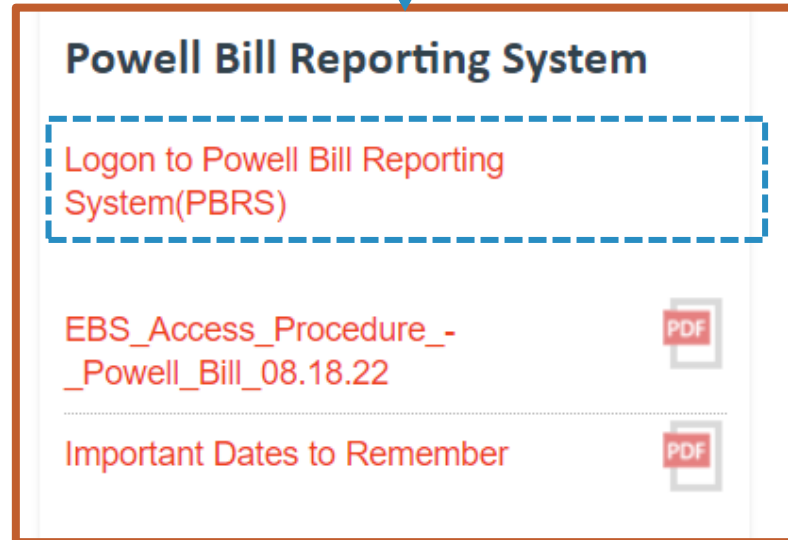
Authorized official signature* (Usually the Mayor): _____

*Electronic signatures, such as DocuSign, are acceptable

Rev 032425

Powell Bill Reporting System (PBRS)

- Enterprise Business Services
 - www.ebs.nc.gov
- Link on our website
 - <https://connect.ncdot.gov/municipalities/State-Street-Aid>



PBRS is a Secured System

NCID account and password are required for access

DO NOT SHARE ACCOUNTS

All required Powell Bill documents may be submitted any time after July 1st.
You do not have to wait for the deadlines to submit the required information.

Certified Statement (CS)

Certified Statement (CS) - Purpose

The Certified Statement is the first report required for the Powell Bill program. This report and its supporting documents are necessary to fulfill the requirement as detailed in NC General Statute 136-41.1(a).

Due by July 21st

**All required Powell Bill documents may be submitted any time after July 1st.
You do not have to wait for the deadlines to submit the required information.**

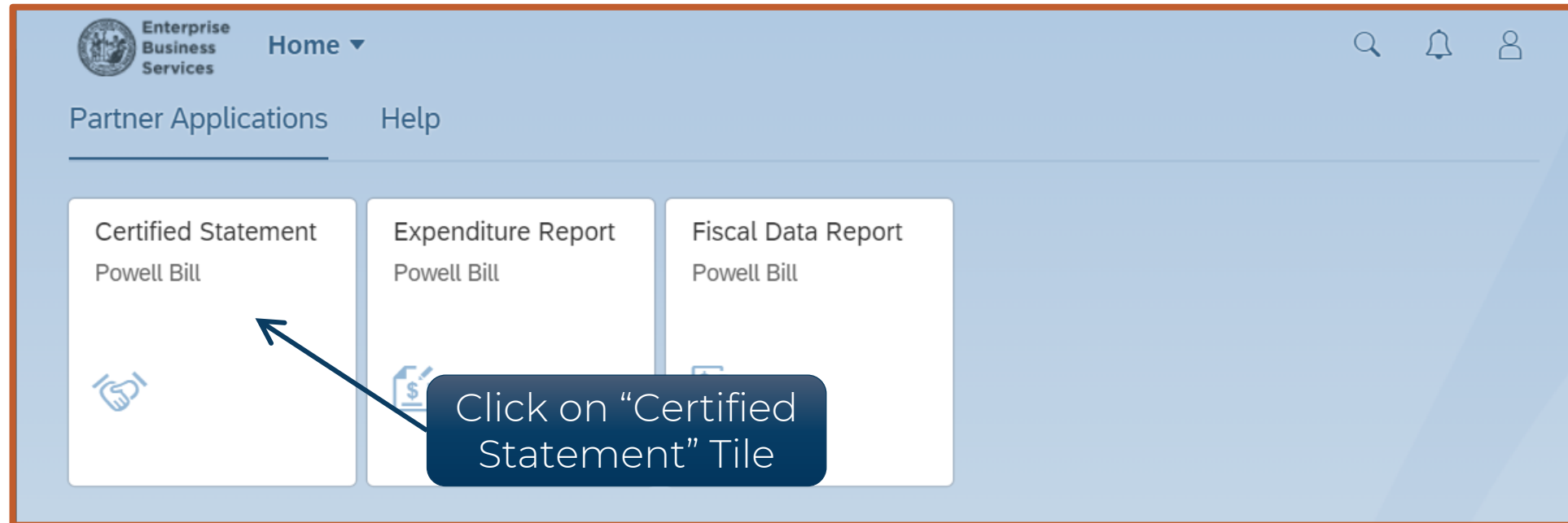
Certified Statement (CS) – How to

How to:

- Complete
- Print & Sign
- Attach (with supporting documents)
- Submit

Instructions for the Certified Statement can be found on the Powell Bill website for future reference: [Powell Bill website](#)

Access Certified Statement (CS)



After logging into EBS/PBRS, click on the “Certified Statement” tile to see the Certified Statement

Access Certified Statement (CS)

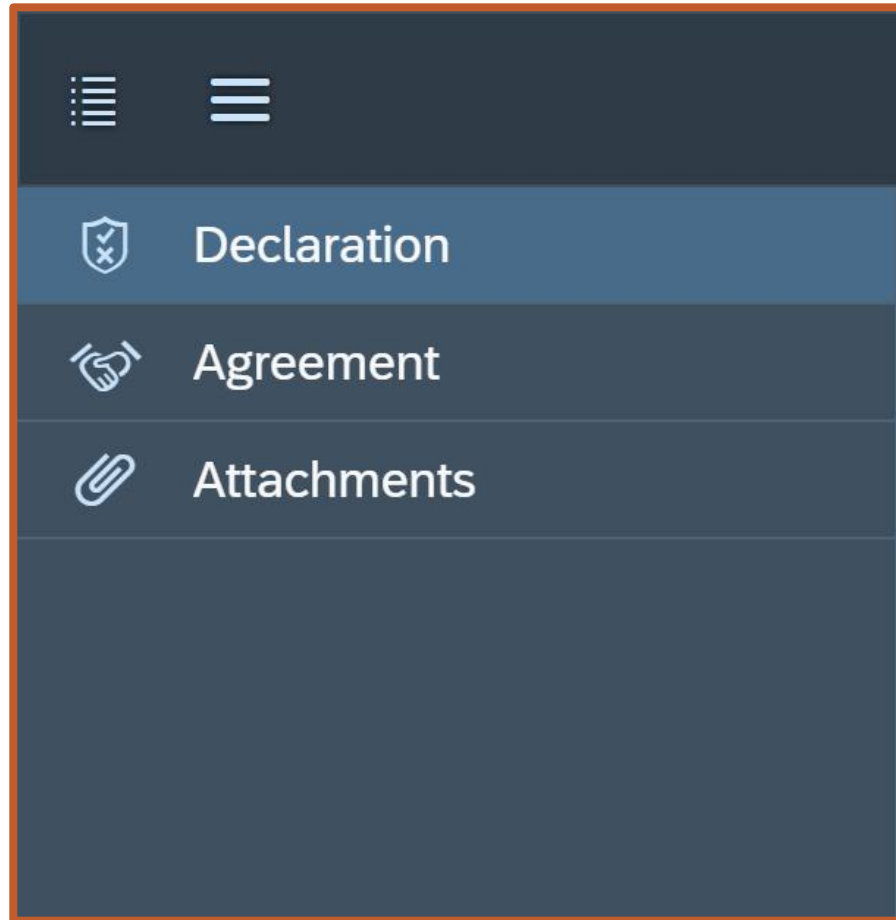
The screenshot displays the 'PowellBil Certified Statement' interface. At the top, there is a header bar with the 'Enterprise Business Services' logo and a search, notification, and user profile icon. Below the header, the page is divided into two main sections: 'Current Year's Agreements' and 'Past Year's Agreements'. Each section contains a table with columns for Agreement, Grantee Name, Program Name, and Status. In the 'Current Year's Agreements' table, the first row (Agreement 2000000023) is highlighted, and a callout box labeled 'Created Status' points to its 'Created' status. In the 'Past Year's Agreements' table, the first row (Agreement 2000000022) is highlighted, and a callout box labeled 'Select the current year's agreement' points to it. The 'Past Year's Agreements' table lists agreements for the years 2022, 2021, 2020, and 2019, all with a status of 'L2-Approved-Auto'.

Agreement	Grantee Name	Program Name	Status
2000000023	TOWN OF _____	POWELLBILL_2023	Created

Agreement	Grantee Name	Program Name	Status
2000000022	TOWN OF _____	POWELLBILL_2022	L2-Approved-Auto
2000000021	TOWN OF _____	POWELLBILL_2021	L2-Approved-Auto
2000000020	TOWN OF _____	POWELLBILL_2020	L2-Approved-Auto
2000000019	TOWN OF _____	POWELLBILL_2019	L2-Approved-Auto

Select the agreement under “Current Year’s Agreements”
to open the Certified Statement

Certified Statement (CS)



- Three Screens:
 - Declaration
 - Agreement
 - Attachments

Certified Statement (CS) – Declaration - NCDOT Policy

The screenshot shows a web-based form for the Powell Bill Declaration. On the left is a dark sidebar with a menu containing 'Declaration' (selected), 'Agreement', and 'Attachments'. The main content area has a top header with a user ID '2000000023' and a 'Help' link. Below this, a section titled 'Last Request Due April 30th of each year:' contains two bullet points about NCDOT policy regarding population limits and allocation extensions. This is followed by a section 'Powell Bill Allocation Disbursement' with two bullet points about fund distribution via ACH. Next is 'Access to the PBRS' with two bullet points about user access and authorization. Then is 'Discontinuing Powell Bill Participation' with two bullet points about discontinuation procedures. The final section is 'Signature', which includes a checked checkbox for agreement, a 'Name:' field with 'Jane Powell' entered, a 'Date:' field with '7/1/23' entered, and a small calendar icon. At the bottom right are 'Back', 'Save', and 'Next' buttons.

2000000023 Help

Declaration

Agreement

Attachments

Last Request Due April 30th of each year:

- In accordance with NCGS §136-41.3(c), NCDOT policy states that a participant may qualify to accumulate up to the sum of the past 20 allocations if the population is less than 5,000 people. To be granted this extension before July 1st (start of new Program year), a written request must be submitted by April 30th each year.
- If the population exceeds 5,000 people, the municipality will be given notice that they no longer qualify for the allocation accumulation extension and the accumulation limit will be reduced back to 10 allocations beginning the next Program year. This gives the municipality two Program years to spend any funds over the 10 allocations limit to avoid having a possible excess balance

Powell Bill Allocation Disbursement

- All Powell Bill funds will be distributed using direct deposit, through an electronic funds transfer system called Automated Clearing House (ACH).
- Funds will be released by NCDOT Fiscal by October 1st and January 1st each year, as required by North Carolina statute.

Access to the PBRS

- A new user must have an NCID log on/account before completing a PBRS Access Authorization Form. Once the NCID access has been established, a PBRS Access Authorization form can be completed with the user information as it appears in NCID. To obtain a NCID please refer to the instructions that are on the Powell Bill website.
- All users must have their own unique user access in NCID and EBS/PBRS; no sharing of login credentials to the systems are allowed.

Discontinuing Powell Bill Participation

- In the event a municipality chooses to discontinue participating in the Program, that municipality's mayor will be required to submit a letter on official letterhead. The letter must state that the municipality no longer desires to participate in the Program and include an effective termination date.
- Once a municipality chooses to no longer participate in the Program, all remaining Powell Bill funds will be returned to the NCDOT for redistribution.

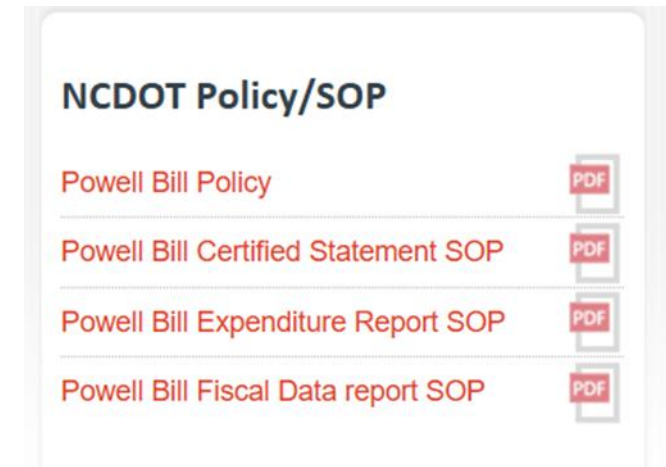
Signature

☒ In order to proceed with information submission, I acknowledge that I have read the above policy. I agree to above Terms & Conditions.

Name:
Jane Powell

Date:
7/1/23

Back Save Next



The policy and SOPs can be also be located on the PB website.

1st: Declaration – Acknowledge the NCDOT Policy for the Powell Bill Program

Certified Statement (CS) – Declaration

2000000023 Help

Declaration

Agreement

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Signature

☒ In order to proceed with information submission, I acknowledge that I have read and understand the Powell Bill policy.

Name:
Jane Powell

Date:
7/1/23

Back Save Next

1) Read the ENTIRE policy

2) Complete the signature section

3) Click "Next"

Certified Statement (CS) – Agreement

The screenshot shows a web application interface for the 'Agreement Overview' form. The left sidebar contains three menu items: 'Declaration', 'Agreement' (which is highlighted), and 'Attachments'. The main content area is titled 'Agreement Overview' and contains several input fields and a table.

Agreement Overview

Grantee Name:
TOWN OF _____

Program Name:
POWELLBILL_2023

Status:
Created

Mileage:
0.00

Street Length

County	Dirt Surfaced	Soil, Stone, or Gravel Surfaced	Hard Surfaced	Total Miles
▼	0.00	0.00	0.00	0.00
▼	0.00	0.00	0.00	0.00
▼	0.00	0.00	0.00	0.00

General Information

Mileage of Roads Less Than 16ft Wide:
0.00

Year Incorporated:
1963

Corporate limits change during fiscal year:
▼

Street mileage change:
▼

At the top right of the form, there is a user ID '2000000023' and a 'Help' link. At the bottom right, there are three buttons: 'Back', 'Save', and 'Next'.

2nd: **Agreement** – Complete mileage information and if there have been any changes since last year

Certified Statement (CS) – Agreement

1) Select County

2) Enter mileage for each surface type

County	Dirt Surfaced	Soil, Stone, or Gravel Surfaced	Hard Surfaced	Total Miles
CAMDEN	0.75	1.25	1.5	3.5
CARTERET	0.00	0.00	1.3	1.3
CASWELL	0.00	0.00	0.7	0.7

General Information

3) Enter mileage of roads <16 ft wide

Mileage of Roads Less Than 16ft Wide: 1.12

Year Incorporated: 1963

Corporate limits change during fiscal year: No

Street mileage change: Yes

4) Y/N if there are changes to the town since last year

- If answered "Yes", this is REQUIRED:
 - ✓ 2ND page to Certified Statement
 - ✓ Updated Powell Bill map

5) Click "Next"

Back Save Next

Certified Statement (CS)

Program Name:

PB HANA TEST 2020

Status:

Submitted

Mileage:

61.56

The number of miles exceeded from last year is 61.56

Certified Map Date:

Jul 1, 2017

Street Length

County	Dirt Surfaced	Soil, Stone, or Gravel Surfaced
ALEXANDER	3.22	4.33

The certified statement will now show if there is a mileage difference from the mileage that was submitted the previous year. It will also show you the date of the last certified map that was attached in the system. The system will show a popup box if you will need to submit a new map.

County	Dirt Surfaced	Soil, Stone, or Gravel Surfaced	Hard Surfaced
ALEXANDER	3.22	4.33	5.00
CABARRUS	3.24	0.00	0.00
CALDWELL	45.33	0.00	0.00

General Information

Mileage of Roads Less Than 16ft W

900.00

Year Incorporated:

1965

Corporate limits change during fiscal year:

Yes

Street mileage change:

No

Warning

Please attach updated map.

OK

Certified Statement (CS) – Attachments

2000000023 Help

Declaration
Agreement
Attachments


Affidavit/Other Documents

Click the button below to generate the affidavit.

[Generate Certified Statement](#)

Sign the affidavit and attach the scanned copy below.
Please attach the current Street listing.
And the certified, digital map file and add/delete sheet, if applicable.

Attachments (0) +



No Affidavits/Other Documents Attached

Drop files to upload, or use the "+" button.

Back Save Submit Next

3rd: **Attachments** – Generate Certified Statement form, then attach signed form and supporting documents

Certified Statement (CS) – Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

[Generate Certified Statement](#)

1) Click “Generate Certified Statement”

Check form for accuracy and that all pages were generated.

2) Click “Download” to save the form to your computer

Enterprise Business Affidavit

0000023)

1 / 2 75%

Agreement Number: 2000000023 Program Year: 2023

STATE OF NORTH CAROLINA
POWELL BILL PROGRAM CERTIFIED STATEMENT

Municipality : TOWN OF

Pursuant to NCGS 136-41.1 through 136-41.3, as amended, this is to certify that the undersigned is the duly elected, qualified and acting mayor of TOWN OF North Carolina, and that the municipality meets the requirements set forth to qualify for the program.

1. Year of Municipality's Incorporation: 1963

Municipal Street Mileage as of July 1, 2023

2. Eligible Street Mileage (Conforms to the requirements of NCGS 136-41.1):

- ☐ Are within the corporate limits
- ☐ Are maintained by the municipality
- ☐ Open to use by the general public
- ☐ Have an average width of at least sixteen (16) feet

(If the municipality lies within more than one county, please limit mileage by county.)

County	Dirt Surfaced	Soil, Stone, or Gravel Surfaced	Hard Surfaced	Total Miles
CAMDEN	0.75	1.25	1.50	3.50
CARTERET	0.00	0.00	1.30	1.30
CASWELL	0.00	0.00	0.70	0.70
Total	0.75	1.25	3.50	5.50

3. Ineligible Mileage (do not meet the requirements under NCGS 136-41.1) 1.12

Municipal Changes:

4. Corporate limits have changed during the fiscal year ☐ Yes ☒ No

5. Total Powell Bill eligible street mileage has changed during the fiscal year ☒ Yes ☐ No

If yes to either question, a new map must be attached in the on-line system certified on or after July 1, 2023

Attest:

Mayor: _____ Date: _____


Clerk: _____ Date: _____

Page 1 of 2 Rev: 10/2019

[Download](#) [Close](#) [Back](#) [Save](#) [Submit](#)

Certified Statement Form – Page 1

Agreement Number: 2000000023 Program Year: 2023


STATE OF NORTH CAROLINA
POWELL BILL PROGRAM CERTIFIED STATEMENT

Municipality : TOWN OF _____

Pursuant to NCGS 136-41.1 through 136-41.3, as amended, this is to certify that the undersigned is the duly elected, qualified and acting mayor of TOWN OF _____, North Carolina, and that the municipality meets the requirements set forth to qualify for the program.

1. Year of Municipality's Incorporation: 1963

Municipal Street Mileage as of July 1, 2023

2. Eligible Street Mileage (Conforms to the requirements of NCGS 136-41.1):

- ☐ Are within the corporate limits
- ☐ Are maintained by the municipality
- ☐ Open to use by the general public
- ☐ Have an average width of at least sixteen (16) feet

(If the municipality lies within more than one county, please limit mileage by county.)

County	Dirt Surfaced	Soil, Stone, or Gravel Surfaced	Hard Surfaced	Total Miles
CAMDEN	0.75	1.25	1.50	3.50
CARTERET	0.00	0.00	1.30	1.30
CASWELL	0.00	0.00	0.70	0.70
Total	0.75	1.25	3.50	5.50

3. Ineligible Mileage (do not meet the requirements under NCGS 136-41.1) 1.12

Municipal Changes:

4. Corporate limits have changed during the fiscal year ☐ Yes ☒ No

5. Total Powell Bill eligible street mileage has changed during the fiscal year ☒ Yes ☐ No

If yes to either question, a new map must be attached in the on-line system certified on or after July 1, 2023

Attest:

Mayor: _____ Date: _____

Clerk: _____ Date: _____


Page 1 of 2 Rev: 10/2019

- Review Completed Form
- Print
- Obtain Signatures – E-Signatures are allowed

A municipal seal is NOT required

Certified Statement Form – Page 2

Agreement Number: 2000000023 Program Year: 2023


STATE OF NORTH CAROLINA
POWELL BILL PROGRAM CERTIFIED STATEMENT


Municipality : TOWN OF _____

Municipal Changes
If there are changes to the corporate limits of the municipality or to the Powell Bill eligible street mileage, the following are required in addition to the signed certified statement form and street listing.

- **Certified Powell Bill Map**
The map must be newly certified (signed, dated, and sealed) by a Registered Professional Engineer or Land Surveyor on or after July 1, 2023.
- **Add/Delete Sheet**
List streets, or portions thereof, and the length (in miles) that have been added or deleted from the municipal street system since the previous year's filing.

This is to certify that I am a Registered Professional Engineer or Land Surveyor pursuant to the laws of the State of North Carolina; that I have examined the mileage statements and maps referred to in Items 2, 3, 4, and 5 above; that I have made actual measurements and examinations of non-State system streets in the above municipality and from said examinations and measurements, the statements and distances contained in said table are correct; and that the map and the mileage statements are correct within a possible error of one-hundredth of a mile per mile.

Attest:


(Affix Seal)

Registered Professional Engineer or Land Surveyor

Date

Page 2 of 2 Rev: 10/2019

- **ONLY** generated when there are municipal changes
- **Signed and Sealed** by Registered Professional Engineer or Land Surveyor

Certified Statement (CS) – Street Listing required annually

	A	B	C
1	<i>Town of Powell</i>		
2	<i>2023 Powell Bill Street Listing</i>		
3	Street Name	Surface	Mileage
4	1st Avenue	Hard	0.08
5	2nd Avenue	Hard	0.15
6	3rd Avenue	Hard	0.06
7	4th Avenue	Hard	0.11
8	5th Avenue	Hard	0.24
9	Adams Street	Gravel	0.87
10	Franklin Avenue	Hard	0.3
11	Jackson Street	Hard	0.12
12	Jefferson Road	Hard	0.69
13	Johnson Avenue	Gravel	0.17
14	Lincoln Court	Gravel	0.66
15	Washington Way	Hard	0.04
16			
17	Totals Gravel		1.70
18	Totals Hard		1.79
19	Total Length		3.49

- Must include:
 - Street Name
 - Surface Type
(should match the surface types from the Certified Statement form)
 - Length in Miles
 - Totals at the Bottom
- Totals match Certified Statement form
- Submitted in MS Word or MS Excel format and submitted every year

Agreement will be returned if Street Listing does not meet requirements

Certified Statement (CS) – Supporting Documents

Required Documents

- **Every Year**
 - Completed Certified Statement Form
 - Street Listing – must be Word or Excel
- **With Municipal Changes**
 - Certified, Digital, Municipal Map
 - Add/Delete Sheet (when mileage/streets have been added or removed to/from the certified mileage)



Certified Statement (CS) – Supporting Documents – Add/Delete Sheet

- Separate Document, not part of the Street Listing
- Use form on website or create your own
- Required when a street mileage change has been indicated on the Certified statement

Municipality of: Town of Powell Page 1 of 1

ATTACH THIS LIST WITH CERTIFIED STATEMENT AND POWELL BILL MAP
STREETS ADDED / DELETED BETWEEN JULY 1, 2022 AND JUNE 30, 2023

Municipality of: Town of Powell Date: 7/5/2023

Please list only those streets, or portions of streets, that have either been added to, or deleted from, your municipality's street system during the time period above.

STREET NAME (or SR # Transferred from State System) (ADDED TO)	MILEAGE (convert feet to hundredth of a mile)
1st Avenue	0.02
TOTAL ADDED	0.02

STREET NAME (or SR # Transferred from State System) (DELETED FROM)	MILEAGE (convert feet to hundredth of a mile)
Smith Street	0.05
TOTAL DELETED	0.05

TOTAL STREETS ADDED AND DELETED	MILEAGE
Total Streets Added (+)	0.02
Total Streets Deleted (-)	-0.05
TOTAL CHANGES	-0.03

"Total Changes" Should Account For All Changes To Street Listing Since Previous Year.
Rev 01/2023

Certified Statement (CS) – Supporting Documents – Powell Bill Map

A new signed and approved map is required:

- Every 5 years

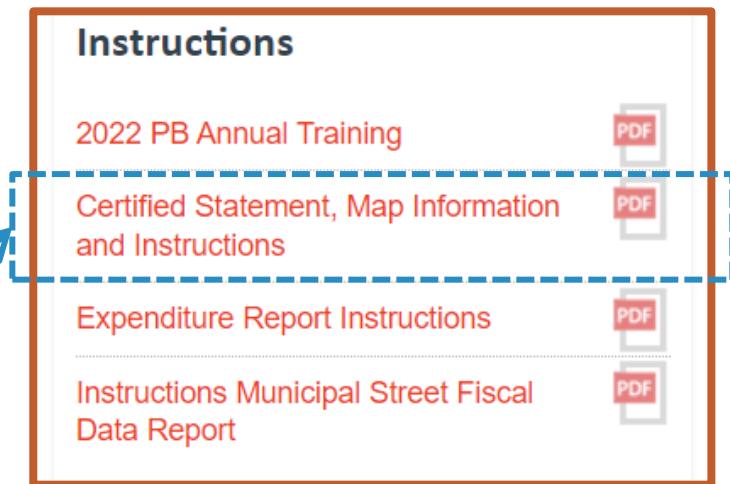
~ OR ~

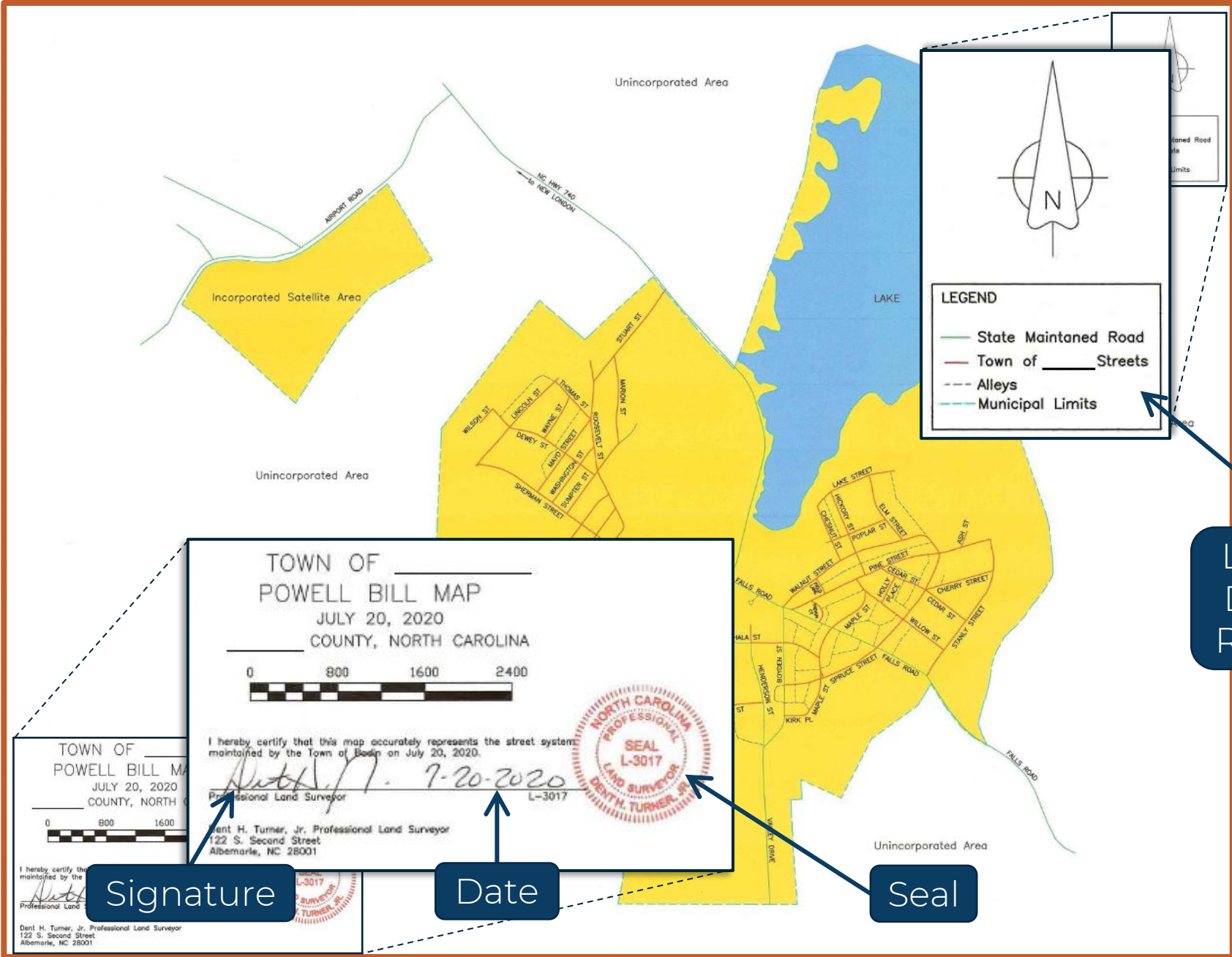
- Whenever there are changes to corporate limits or total Powell Bill mileage



Certified Statement (CS) – Supporting Documents – Powell Bill Map

- Submitting Digital Maps
 - Should be uploaded with the Certified Statement in the Powell Bill Reporting System (PBRs)
 - pdf files only
 - Including GIS Shape files, if available (optional)
- Digital maps MUST have an engineer's or surveyor's seal, signature, and date July 1, of the current year or after
- Detailed instructions on our website:
<https://connect.ncdot.gov/municipalities/State-Street-Aid/>





Legend & Direction Reference

Signature

Date

Seal

Certified Statement (CS) – Attachments

1) Click “+” to upload document

2) Select the file and click “Open”

The attachment will be listed on the screen once it's loaded

Attachments (0)

No Affidavits/Other Documents Attached

Drop files to upload, or use the “+” button.

File name: Powell Bill CS (2000000023)

Open

Cancel

Attachments (1)

Powell Bill CS (2000000023).pdf

Created By: PBUSER

Use the same steps to attach all required documents

Certified Statement (CS) – Submitting

2000000023 Help

Declaration
Agreement
Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

[Generate Certified Statement](#)

Sign the affidavit and attach the scanned copy below.
Please attach the current Street listing.
And the certified, digital map file and add/delete sheet, if applicable.

Attachments (4)

2023 Street Listing.xlsx	Created By: PBUSER	⊗
2023 Add Delete Sheet.pdf	Created By: PBUSER	⊗
2023 Powell Bill Map.pdf	Created By: PBUSER	⊗
Powell Bill CS (2000000023).pdf	Created By: PBUSER	⊗

Back Save Submit Next

Make sure all documents are attached

Click “⊗” to delete files
attached in error —
**Files cannot be deleted
after submission**

Click “Submit”

Certified Statement (CS) – Submitting

The screenshot displays the 'Affidavit/Other Documents' section of the NCDOT web application. The left sidebar contains navigation links for 'Declaration', 'Agreement', and 'Attachments'. The main content area includes a 'Generate Certified Statement' button and instructions to sign the affidavit and attach documents. Below the instructions, there is a list of attachments: '2023 Street Listing.xlsx', '2023 Powell Bill Map.pdf', and 'Powell Bill CS (2000000023).pdf'. A modal dialog box is open in the center, asking for confirmation to submit. The dialog box has a title bar with a question mark icon and the word 'Submit'. The main text reads: 'Are you sure you want to submit? Once submitted successfully, You will not be able to edit Certified Statement.' At the bottom of the dialog are 'OK' and 'Cancel' buttons. A purple arrow points from a callout box labeled 'Click "OK"' to the 'OK' button. The bottom of the application window features a navigation bar with 'Back', 'Save', 'Submit', and 'Next' buttons.

2000000023 Help

Declaration
Agreement
Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

Generate Certified Statement

Sign the affidavit and attach the scanned copy below.
Please attach the current Street listing.
And the certified, digital map file and add/delete sheet, if applicable.

Attachments (4) +

2023 Street Listing.xlsx
Created By: PBUSER

2023 Powell Bill Map.pdf
Created By: PBUSER

Powell Bill CS (2000000023).pdf
Created By: PBUSER

Submit

Are you sure you want to submit?
Once submitted successfully, You will not be able to edit Certified Statement.

OK Cancel

Click "OK"

Back Save Submit Next

Certified Statement (CS) – Submitting

2000000023 Help

Click here to go to agreements page

Sign the affidavit and attach the scanned copy below.
Please attach the current Street listing.
And the certified, digital map file and add/delete sheet, if applicable.

Attachments (4) +

- 2023 Street Listing.xlsx
Created By: PBUSER
- 2023 Add Delete Sheet.pdf
Created By: PBUSER
- 2023 Powell Bill Map.pdf
Created By: PBUSER
- Powell Bill CS (2000000023).pdf
Created By: PBUSER

Watch for the notification

Agreement Submitted Successfully.

Back Save Submit Next

Certified Statement (CS) – Submitting

Enterprise Business Services

PowellBil Certified Statement ▾

Current Year's Agreements

Agreement	Grantee Name	Program Name	Status
2000000023	TOWN OF _____	POWELLBILL_2023	Submitted >

Past Year's Agreements

Agreement	Grantee Name	Program Name	Status
2000000022	TOWN OF _____	POWELLBILL_2022	L2-Approved-Auto >
2000000021	TOWN OF _____	POWELLBILL_2021	L2-Approved-Auto >
2000000020	TOWN OF _____	POWELLBILL_2020	L2-Approved-Auto >
2000000019	TOWN OF _____	POWELLBILL_2019	L2-Approved-Auto >

Updated Status

Board of Transportation – Item P

- Changes within the corporate limits of a participating municipality that involve the State Highway System must be approved by the Board of Transportation
- Changes must be approved by Board prior to July 1st to be in affect for the following Powell Bill year
- Contact your local Division Engineer for assistance



Sample of Item P – Deletions from the State Highway System

NCDOT March 2024 Board of Transportation Agenda					
Municipal Street System Changes for the Powell Bill Program					
Deletion from the State Highway System					
Division	County	Municipality	Road	Termini	Length
8	Montgomery	Troy	SR 1604; Blue Street	From Troy City Limit @ 0.04 mile North of SR 1603 (Smith Avenue) to End of Maintenance @ 0.08 mile North of SR 1603 (Smith Avenue)	0.04
File Name: MONTGOMERY_2024_03_M001					
Total Miles = 0.04					

A deletion from the State Highway System is when the NCDOT turns over the maintenance of a road/street to a qualified, participating Powell Bill municipality

Sample of Item P – Addition to the State Highway System

NCDOT April 2023 Board of Transportation Agenda					
Municipal Street System Changes for the Powell Bill Program					
Additions to the State Highway System					
Division	County	Municipality	Road	Termini	Length
5	Wake	Fuquay-Varina	SR 6108 Ext.; Judd Parkway	From NC 42 (West Academy Street) Northward for 0.60 miles to current Town of Fuquay-Varina's Corporate limit	0.60
File Name: WAKE_2023_04_M001					
Total Miles =					0.60

An addition to the State Highway System is when the qualified, participating Powell Bill municipality turns over the maintenance of a road/street to the NCDOT

Expenditure Report (ER)

Expenditure Report (ER)

Purpose:

Report expenses of Powell Bill funds
ONLY for the previous fiscal year

How to:

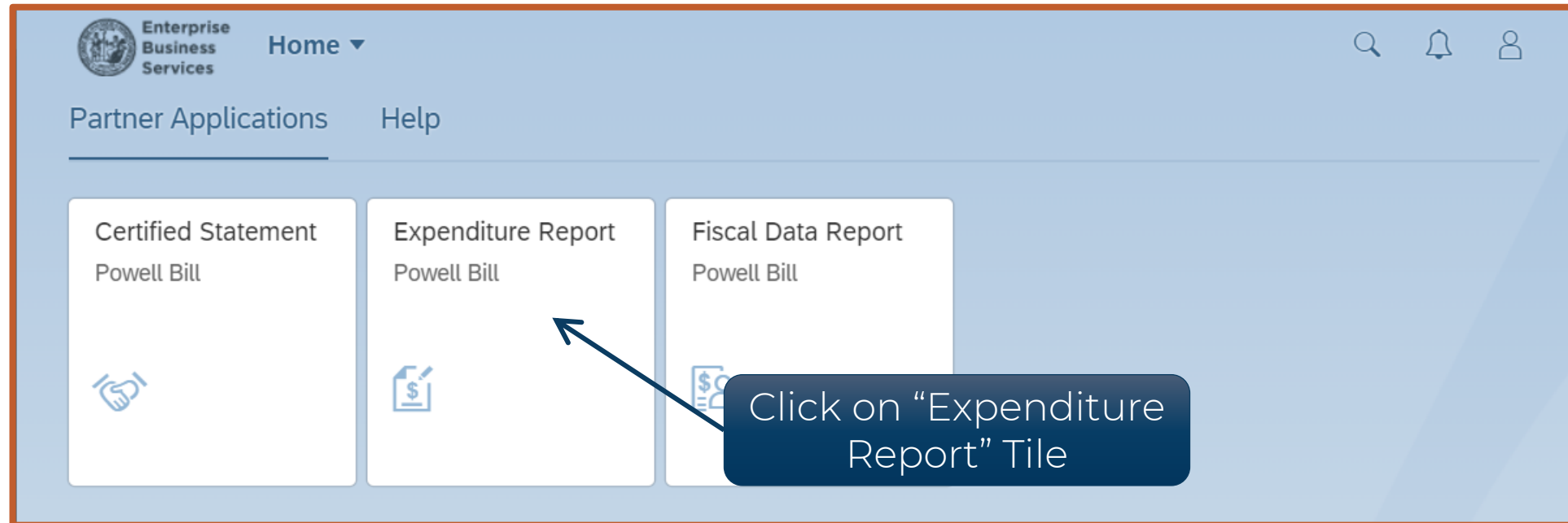
- Access
- Complete
- Download, Sign, & Seal
- Attach
- Submit

Due by August 1st

Per G.S. 136-41.3 -136-41.4,
“Records and Annual
Statement”

**All required Powell Bill documents may be submitted any time after July 1st.
You do not have to wait for the deadlines to submit the required information.**

Access Expenditure Report (ER)



After logging in, click on the “Expenditure Report” tile to see the Expenditure Report

Access Expenditure Report (ER)

Current Expenditure Reports

Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
2000000000	TOWN OF _____	POWELLBILL_2022		Create New

Past Expenditure Reports

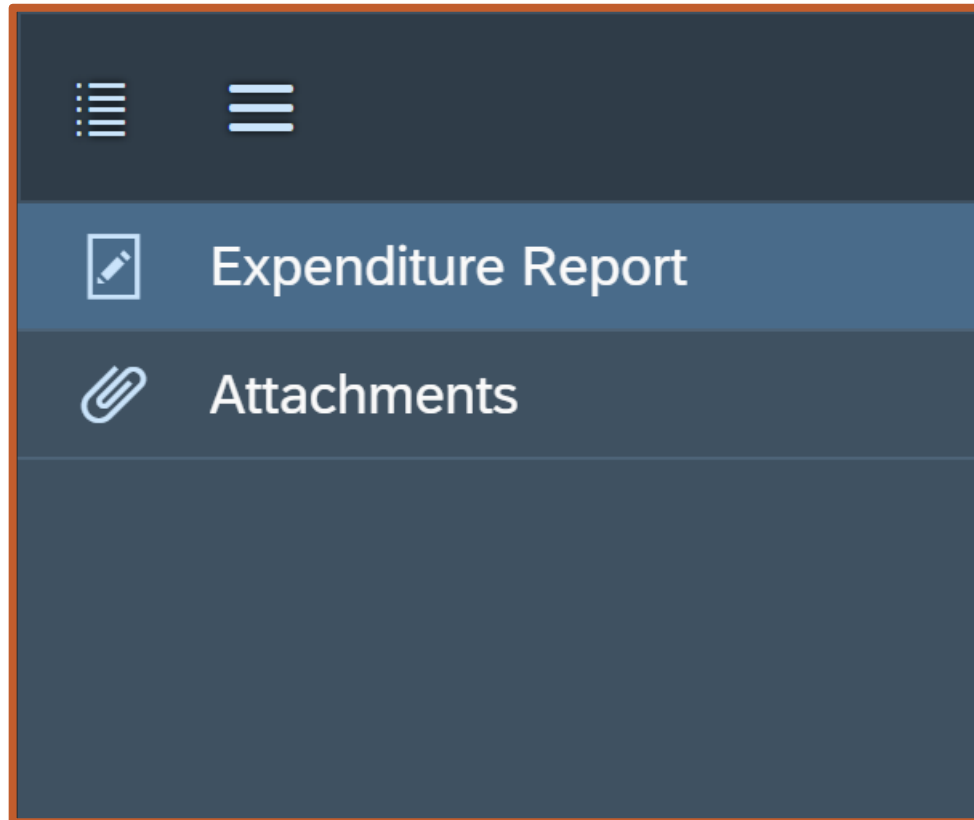
Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
2000000007	TOWN OF	POWELLBILL_2021	L2-Approved-Auto	>
2000000006	TOWN OF	POWELLBILL_2020	L2-Approved-Auto	>

Status is Create New

Select the current year's agreement

Select the agreement under “Current Expenditure Reports”
to create a new Expenditure Report

Expenditure Report (ER)



- Two Screens:
 - Expenditure Report
 - Attachments

Creating Expenditure Report (ER)

The screenshot shows the 'Expenditure Report Information' form. The left sidebar has 'Expenditure Report' and 'Attachments' tabs. The main form area contains the following fields and sections:

- Expenditure Report Information**
 - Agreement ID: 2000000000
 - *Report Basis: (dropdown menu)
 - Beginning Balance on Hand July 1, 2022: 0.00
 - Total Allocation received from NCDOT on Oct 1, 2022 and Jan 1, 2023: 152,528.33
- Form Prepared By (Municipality)**
 - Name: (text input)
 - Title: (text input)
 - Email: (text input)
 - Date: (MM/DD/YY date picker)
 - Phone: (text input)
- Additional Revenues for Powell Bill Streets**
 - (Add Revenue button)
 - Table with columns: Description, Total Amount, Status.
 - Row 1: No Revenues are currently available
 - Total: 0.00 USD
- Adjustments**
 - Accumulated Greater Than the Sum of Past 10 or 20 Allocations: 0.00
 - Amount Paid to State for Past Due Amount: 0.00
- Corrections for Miscellaneous Errors:** (text input)

At the bottom right are buttons for 'Back', 'Save', and 'Next'.

1st: ER Information – Enter the information for the report

Creating Expenditure Report (ER)

Expenditure Report Information

Agreement ID:

2000000000

*Report Basis:

Beginning Balance on Hand July 1, 2022:

0.00

Total Allocation received from NCDOT on Oct 1, 2022 and Jan 1, 2023:

152,528.33

Verify populated amounts:

- Beginning Balance on Hand July 1
- Total Allocation
- Adjustments Imposed

Adjustments

Accumulated Greater Than the Sum of Past 10 or 20 Allocations:

0.00

Amount Paid to State for Past Due Amount:

0.00

Corrections for Miscellaneous Errors:

0.00

Total Adjustments:

0.00

Find Errors? Contact the Powell Bill Team

Creating Expenditure Report (ER)

Expenditure Report Information

Agreement ID: 2000000000

*Report Basis:

Cash

Accrual Basis

Beginning Balance on Hand July 1, 2022:

Total Allocation received from NCDOT on Oct 1, 2022 and Jan 1, 2023:

Form Prepared By (Municipality)

Name:

Title:

Email:

Date:

MM/DD/YY

Phone:

Select the report basis

Enter YOUR information here

Creating Expenditure Report (ER) – Additional Revenues

Form Prepared By (Municipality)

Name: Date:

Title: Phone:

Email:

Click on “Add Revenue” to enter revenue other than allocations

Additional Revenues for Powell Bill Streets

Description	Total Amount	Status
No Revenues are currently available		
Total	0.00 USD	

[Add Revenue](#)

Note: Must Add Revenues BEFORE Expenditures

Creating Expenditure Report (ER) – Additional Revenues

Revenue Details

*Choose the Revenue:

*Amount:

Select Revenue Type

- Interest Earned
- Assessments / Reimbursements / Other
- Sale or Transfer of Equipment
- Sales Tax Refund
- Corrections

Revenue Details

*Choose the Revenue:

*Amount:

Enter Amount

Interest Earned

20.00

Creating Expenditure Report (ER) – Corrections

The screenshot shows a web form titled "Revenue Details". It contains three input fields: a dropdown menu for "Choose the Revenue" set to "Corrections", a text field for "Amount" set to "-50.00", and a text field for "Explanation" containing the placeholder text "Text required if Corrections is selected.". An orange callout box with an arrow pointing to the "Explanation" field contains the text "If CORRECTIONS is chosen, an Explanation is Required". A dark blue callout box with an arrow pointing to the "Save" button at the bottom right contains the text "Save entry and watch for confirmation message". Below the form, a dark blue box displays the message "Revenue Information saved Successfully". At the bottom of the form, there are three buttons: "Back", "Save", and "Cancel".

Revenue Details

*Choose the Revenue: Corrections

*Amount: -50.00

Explanation: Text required if Corrections is selected.

If CORRECTIONS is chosen, an Explanation is Required

Save entry and watch for confirmation message

Revenue Information saved Successfully



Back Save Cancel

Creating Expenditure Report (ER) – Review Entries

Additional Revenues for Powell Bill Streets

To Delete Entry

Add Revenue

Description	Total Amount	Status		
R100 - Interest Earned	20.00 USD	✓ Complete		>
R104 - Corrections	-50.00 USD	✓ Complete		>
Explanation: Text required if Corrections is selected.				
Total	-30.00 USD			

- Review Entries – Add and Delete as needed
- Only use each revenue type once

Creating Expenditure Report (ER) – Adding Expenditures

Expenditures for Powell Bill Streets

Add Expenditure

Description	Total Amount	Status
No Expenses are currently available		
Total Expenditures	0.00 USD	

Summary

Total Revenues for Powell Bill Streets FY (2022 - 2023):	152,498.33
Total Expenditures:	0.00
Balance on Hand as of June 30, 2023 (Reserved for PowellBill):	152,498.33

Click on “Add Expenditure”
to enter expenditures

Creating Expenditure Report (ER) – Adding Expenditures

Expense Details

*Choose the Expense:

*Amount:

- Right of Way
- Engineering
- Paving & Resurfacing (List the Powell Bill streets that were paved or resurfaced.)
- Maintenance
- Snow & Ice Removal
- Drainage & Storm Sewer
- Curb & Gutter
- Bridge Construction and Repair
- Traffic Control
- New Equipment
- New Construction
- Bikeways
- Debt Service Payment
- Sidewalks
- TIP (Transportation Improvement Project)
- Greenways
- Maintenance as part of Paving or Resurfacing project

Select Expenditure Type

Creating Expenditure Report (ER) – Adding Expenditures

Expense Details

*Choose the Expense: Traffic Control

*Amount: 1,000.00

Enter amount

*Choose the Expense: Paving & Resurfacing (List the Powell Bill streets that were paved or res...)

*Amount: 15,000.00

Explanation: Text required if Paving & Resurfacing is selected.

Expense Information saved Successfully

Back Save Cancel

If PAVING & RESURFACING is chosen,
an Explanation is Required



Save entry and watch for
confirmation message

Creating Expenditure Report (ER) – Adding Expenditures

Expenditures for Powell Bill Streets

To Delete Entry

Add Expenditure

Description	Total Amount	Status	
E103 - Paving & Resurfacing (List the Powell Bill streets that were paved or resurfaced.) Explanation: Text required if Paving & Resurfacing is selected.	15,000.00 USD	✓ Complete	 >
E109 - Traffic Control	1,000.00 USD	✓ Complete	 >
Total Expenditures	16,000.00 USD		

- Review Entries – Add and Delete as needed
- Only use each expense type once

Creating Expenditure Report (ER)

Summary

Total Revenues for Powell Bill Streets
FY (2022 - 2023):

Total Expenditures:

Balance on Hand as of June 30, 2023
(Reserved for PowellBill):

152,498.33

16,000.00

136,498.33

Click "Next"

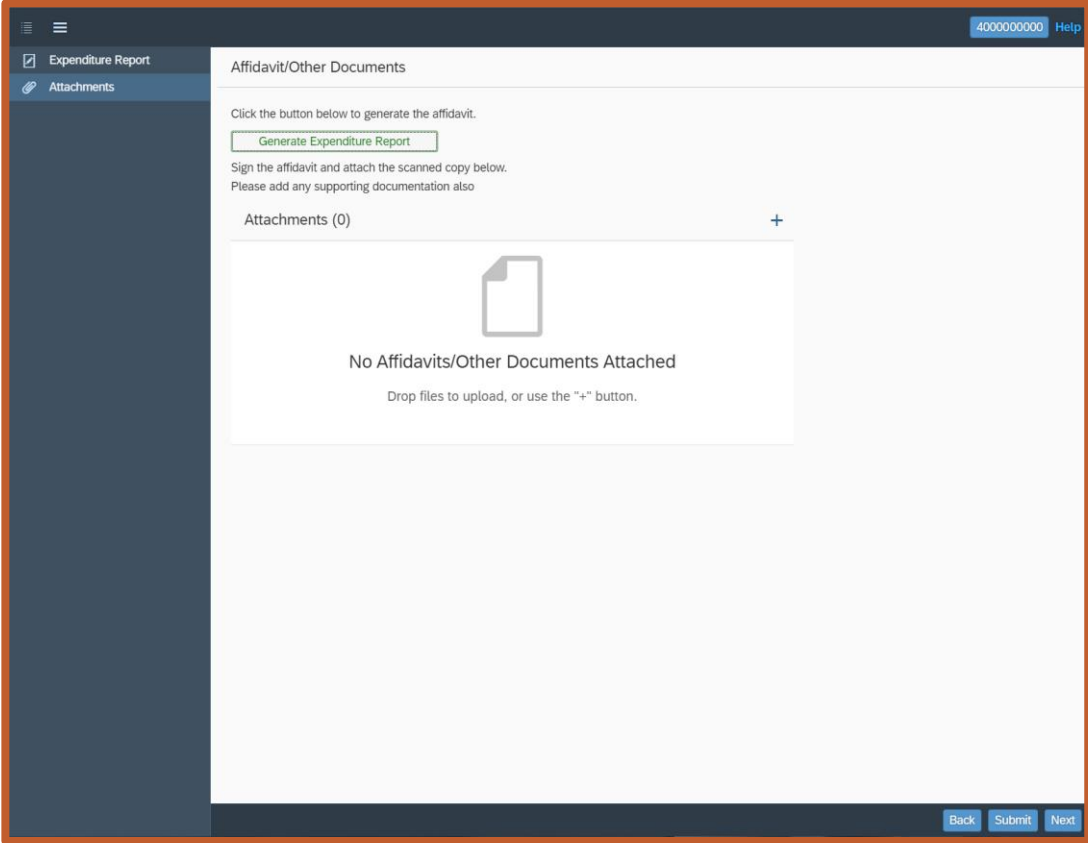
Back

Save

Next

Review all entries and the summary at the bottom

Expenditure Report (ER) – Attachments



The screenshot shows a web application interface for the 'Expenditure Report' process. On the left is a dark sidebar with a menu containing 'Expenditure Report' (with a checkmark icon) and 'Attachments' (with a document icon). The main content area is titled 'Affidavit/Other Documents'. It contains the following text and elements:

- A button labeled 'Generate Expenditure Report'.
- Instructions: 'Click the button below to generate the affidavit.', 'Sign the affidavit and attach the scanned copy below.', and 'Please add any supporting documentation also'.
- A section labeled 'Attachments (0)' with a plus sign icon to its right.
- A large light gray box with a document icon, the text 'No Affidavits/Other Documents Attached', and the instruction 'Drop files to upload, or use the "+" button.'

At the bottom right of the interface are three buttons: 'Back', 'Submit', and 'Next'. A user ID '4000000000' and a 'Help' link are visible in the top right corner.

2nd: **Attachments** – This is the attachment page where you can generate Expenditure Report form, then attach signed/notarized form and submit

Expenditure Report (ER) – Attachments

1) Click “Generate Expenditure Report”

Affidavit/Other Documents

Click the button below to generate the affidavit.

Generate Expenditure Report

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Check form for accuracy and that all pages were generated.

2) Click “Download” to save the form to your computer

Agreement: 2000000000

STATUTORY DEADLINE OF AUGUST 1ST

POWELL BILL EXPENDITURES REPORT FOR FISCAL YEAR ENDING JUNE 30, 2023

Expenditure Report ID: 4000000000

Municipality: TOWN OF

Pursuant to NC General Statutes §136-41.1 through 136-41.4

REPORT BASIS (Select One)

☐ Cash Basis (Records revenue when cash is received and records expense when cash is paid)

☒ Accrual Basis (Records revenue when earned and records expense when incurred or when work is performed)

REVENUES FOR POWELL BILL STREETS	Amount
Beginning Balance on Hand July 1, 2022	\$0.00
R100 - Interest Earned	\$20.00
R101 - Assessments / Reimbursements / Other	\$0.00
R102 - Sale or Transfer of Equipment	\$0.00
R103 - Sales Tax Refund	\$0.00
R104 - Corrections	(\$50.00)
Explanation: Text required if Corrections is selected.	
Total Powell Bill Allocation received from NCDOT on October 1, 2022 and January 1, 2023	\$152,528.33
ADJUSTMENTS	Amount
0300 - Accumulated Greater Than the Sum of Past 10 or 20 Allocations	\$0.00
0400 - Amount Paid to State for Past Due Amount	\$0.00
0500 - Corrections for Miscellaneous Errors	\$0.00
Subtotal Adjustments	\$0.00
TOTAL REVENUES FOR POWELL BILL STREETS (2022 – 2023)	\$152,498.33
EXPENDITURES FOR POWELL BILL STREETS	Amount
E101 - Right of Way	\$0.00
E102 - Engineering	\$0.00
E103 - Paving & Resurfacing (List the Powell Bill streets that were paved or resurfaced.)	\$15,000.00
Explanation: Text required if Paving & Resurfacing is selected.	
E104 - Maintenance	\$0.00
E105 - Snow & Ice Removal	\$0.00
E106 - Drainage & Storm Sewer	\$0.00
E107 - Curb & Gutter	\$0.00
E108 - Bridge Construction and Repair	\$0.00
E109 - Traffic Control	\$1,000.00
E110 - New Equipment	\$0.00
E111 - New Construction	\$0.00
E112 - Bikeways	\$0.00
E113 - Debt Service Payment	\$0.00
E114 - Sidewalks	\$0.00

Download

Close

Back

Submit

Next

Reviewing Expenditure Report (ER) – Page 1

Agreement: 2000000000 Page 1 of 2

STATUTORY DEADLINE OF AUGUST 1ST
POWELL BILL EXPENDITURES REPORT FOR FISCAL YEAR ENDING JUNE 30, 2023
Expenditure Report ID: 4000000000
Municipality: _____ TOWN OF _____
Pursuant to NC General Statutes §136-41.1 through 136-41.4

REPORT BASIS (Select One)	
<input type="radio"/> Cash Basis (Records revenue when cash is received and records expense when cash is paid)	
<input checked="" type="radio"/> Accrual Basis (Records revenue when earned and records expense when incurred or when work is performed)	
REVENUES FOR POWELL BILL STREETS	Amount
Beginning Balance on Hand July 1, 2022	\$0.00
R100 - Interest Earned	\$20.00
R101 - Assessments / Reimbursements / Other	\$0.00
R102 - Sale or Transfer of Equipment	\$0.00
R103 - Sales Tax Refund	\$0.00
R104 - Corrections	(\$50.00)
Explanation: Text required if Corrections is selected.	
Total Powell Bill Allocation received from NCDOT on October 1, 2022 and January 1, 2023	\$152,528.33
ADJUSTMENTS	Amount
0300 - Accumulated Greater Than the Sum of Past 10 or 20 Allocations	\$0.00
0400 - Amount Paid to State for Past Due Amount	\$0.00
0500 - Corrections for Miscellaneous Errors	\$0.00
Subtotal Adjustments	\$0.00
TOTAL REVENUES FOR POWELL BILL STREETS (2022 – 2023)	\$152,498.33
EXPENDITURES FOR POWELL BILL STREETS	Amount
E101 - Right of Way	\$0.00
E102 - Engineering	\$0.00
E103 - Paving & Resurfacing (List the Powell Bill streets that were paved or resurfaced.)	\$15,000.00
Explanation: Text required if Paving & Resurfacing is selected.	
E104 - Maintenance	\$0.00
E105 - Snow & Ice Removal	\$0.00
E106 - Drainage & Storm Sewer	\$0.00
E107 - Curb & Gutter	\$0.00
E108 - Bridge Construction and Repair	\$0.00
E109 - Traffic Control	\$1,000.00
E110 - New Equipment	\$0.00
E111 - New Construction	\$0.00
E112 - Bikeways	\$0.00
E113 - Debt Service Payment	\$0.00
E114 - Sidewalks	\$0.00
E115 - TIP (Transportation Improvement Project)	\$0.00
E116 - Greenways	\$0.00
E117 - Maintenance as part of Paving or Resurfacing project	\$0.00
TOTAL EXPENDITURES FOR POWELL BILL STREETS (2022 - 2023)	\$16,000.00
SUMMARY	Amount
Revenue Total	\$152,498.33
Less Expenditure Total	\$16,000.00
BALANCE ON HAND AS OF JUNE 30, 2023 (RESERVED FOR POWELL BILL)	\$136,498.33

- Review Form for Errors
- Go back and make necessary changes on Report page in the system
- If entry is missing – Contact the Powell Bill Unit

Completing Expenditure Report (ER) – Page 2

Fill in
ALL BLANKS

Person Responsible
for Municipal Finances
and Notary

Municipal Seal is
NOT Required

Town Employee who
Prepared the Form –
Ensure this matches what
was entered in the system

Agreement: 2000000000 Page 2 of 2

Expenditure Report ID: 4000000000 Municipality: TOWN OF _____

Powell Bill Balance as of June 30, 2023 : \$136,498.33

I, _____ (name), certify that I am the duly appointed official responsible for the finances of the municipality named above. Further, that the above statement from said municipality was prepared under my immediate supervision and/or direction, and that it is a true and correct statement of receipts and expenditures of the funds received from the North Carolina Department of Transportation, pursuant to NCGS §136-41.1 through 136-41.4, as amended. Also, I acknowledge it is unlawful for these funds to be spent for any purpose not authorized by statute and accept personal liability for any unauthorized expenditures, per NCGS §136-41.3(b).

Signature: _____ Date: _____

Notary Acknowledgement

North Carolina _____ County _____

I, _____, a Notary Public _____, County, North Carolina, do hereby certify that _____ personally appeared before me this day and acknowledged due execution of the foregoing instrument.

Witness my hand and official seal, this: _____ Day of _____, 20____

(Official Notary Seal)

Notary Public : _____

My Commission Expires : _____

***** IF NOT PROPERLY SIGNED, DATED, NOTARIZED, AND SEALED, IT WILL BE RETURNED *****

Form Prepared By (Municipality)

Name: Jane Powell Date: 7/15/23

Title: Financial Director Phone: +1 (123) 456-7890

Email: jpowell@anytownnc.gov

PLEASE MAKE SURE YOUR REPORT IS CORRECT.

IT MUST BE SIGNED, DATED, NOTARIZED WITH SEAL AFFIXED, AND SUBMITTED IN THE POWELL BILL REPORTING SYSTEM BEFORE THE STATUTORY DEADLINE DATE OF AUGUST 1.

Completing Expenditure Report (ER) – Notarize

Person
Responsible for
Municipal Finances
Signs Form Before
a Notary Public

I, _____ (name), certify that I am the duly appointed official responsible for the finances of the municipality named above. Further, that the above statement from said municipality was prepared under my immediate supervision and/or direction, and that it is a true and correct statement of receipts and expenditures of the funds received from the North Carolina Department of Transportation, pursuant to NCGS §136-41.1 through 136-41.4, as amended. Also, I acknowledge it is unlawful for these funds to be spent for any purpose not authorized by statute and accept personal liability for any unauthorized expenditures, per NCGS §136-41.3(b).

Signature: _____ Date: _____

Notary Acknowledgement

North Carolina
_____, County

I, _____, a Notary Public
_____, County, North Carolina, do

hereby certify that _____
personally appeared before me this day and acknowledged
due execution of the foregoing instrument.

Witness my hand and official seal, this:
_____, Day of _____, 20____

(Official Notary Seal)

Notary Public : _____

My Commission Expires : _____

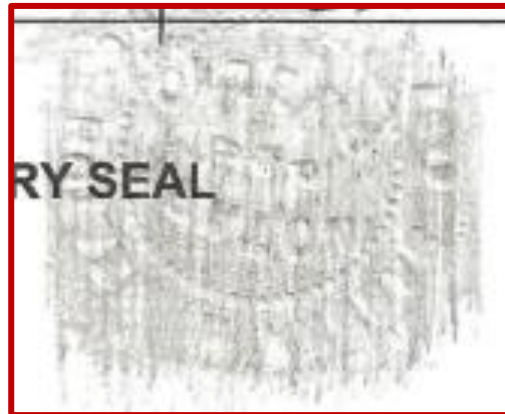
*** IF NOT PROPERLY SIGNED, DATED, NOTARIZED, AND SEALED, IT WILL BE RETURNED ***

We Recommend Using INK Seals

Completing Expenditure Report (ER) – Notarize

Embossed Seals **MUST** be Legible
or Report will be Returned

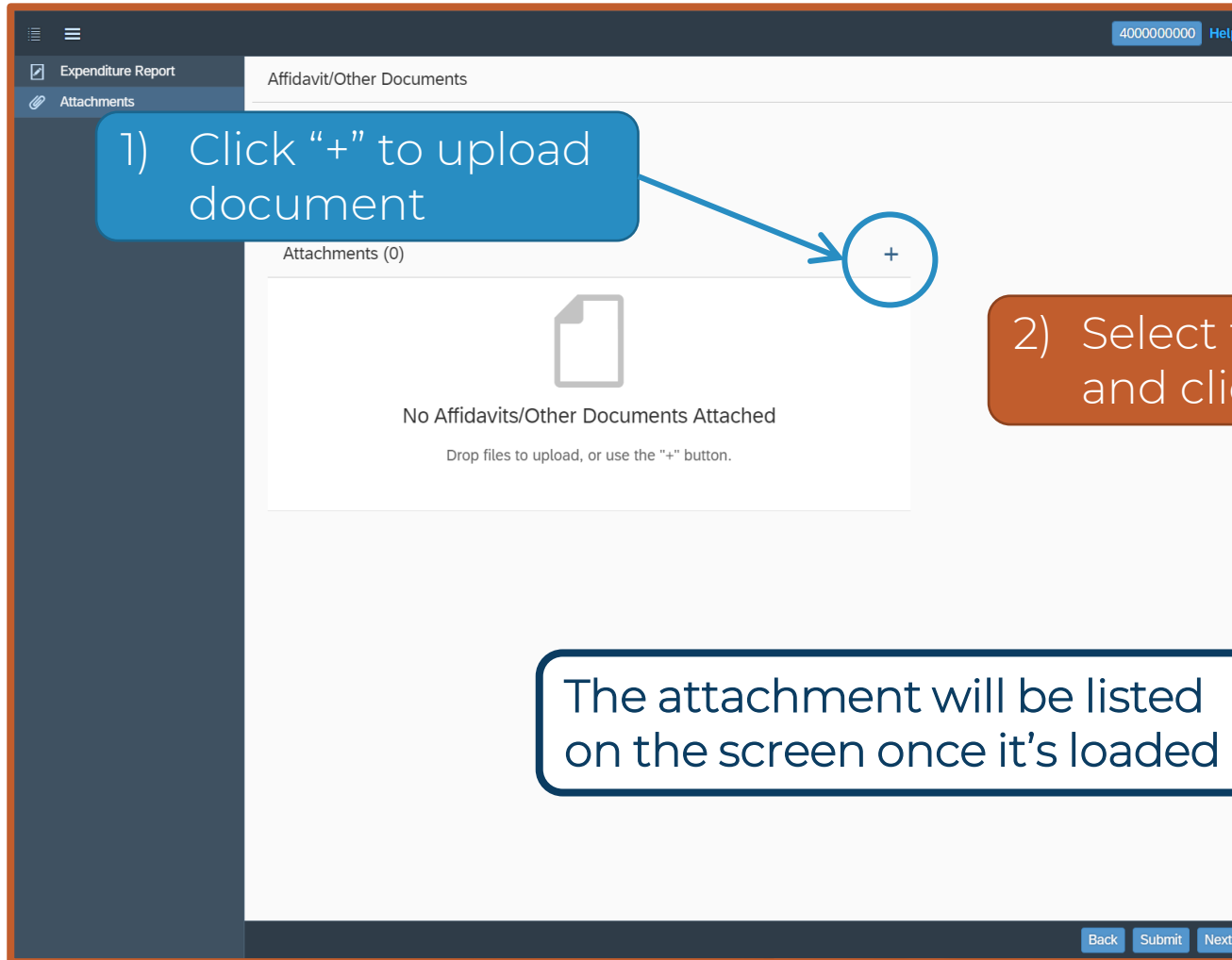
Not Legible



Clearer



Expenditure Report (ER) – Attachments



1) Click “+” to upload document

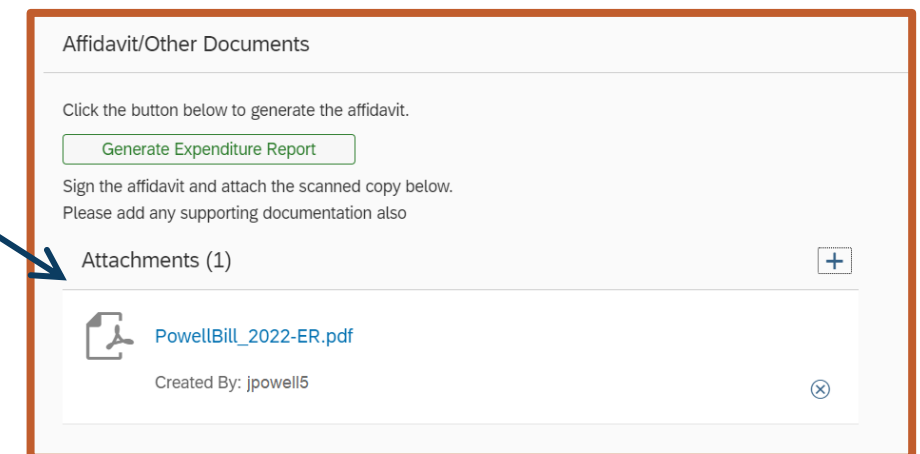
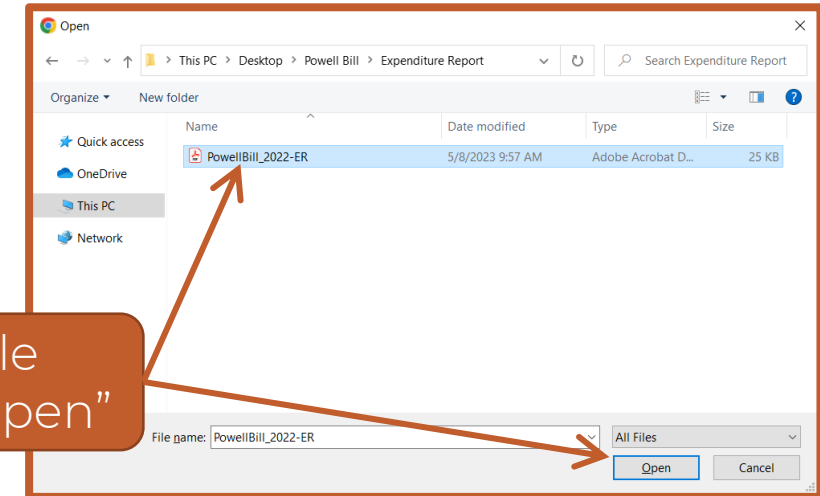
Attachments (0)

No Affidavits/Other Documents Attached

Drop files to upload, or use the “+” button.

The attachment will be listed on the screen once it's loaded

Back Submit Next



Affidavit/Other Documents

Click the button below to generate the affidavit.

Generate Expenditure Report

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1)

PowellBill_2022-ER.pdf

Created By: jpowell5

Expenditure Report (ER) – Submitting

The screenshot shows the 'Expenditure Report' submission page. The left sidebar has 'Expenditure Report' and 'Attachments' tabs. The main area is titled 'Affidavit/Other Documents' and contains instructions to generate and sign an affidavit, followed by an 'Attachments (1)' section. A file named 'PowellBill_2022-ER.pdf' is listed with a delete icon (⊗). At the bottom are 'Back', 'Submit', and 'Next' buttons. Three callout boxes provide instructions: one points to the attachment list saying 'Make sure all documents are attached', another points to the delete icon saying 'Click “⊗” to delete files attached in error — Files cannot be deleted after submission', and a third points to the 'Submit' button saying 'Click “Submit”'.

4000000000 Help

Expenditure Report

Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

[Generate Expenditure Report](#)

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1)

PowellBill_2022-ER.pdf
Created By: jpowell5

⊗

Back Submit Next

Make sure all documents are attached

Click “⊗” to delete files
attached in error —
**Files cannot be deleted
after submission**

Click “Submit”

Expenditure Report (ER) – Submitting

4000000000 Help

Expenditure Report

Attachments

Affidavit/Other Documents

Click the button below to generate the affidavit.

Generate Expenditure Report

Sign the affidavit and attach the scanned copy below.
Please add any supporting documentation also

Attachments (1) +

PowellBill_2022-ER.pdf

Created By: jpowell5

Submit

Are you sure you want to submit?
Once submitted successfully, You will not be able to edit Expenditure Report.

OK Cancel

Click "OK"

Back Submit Next


Expenditure Report (ER) – Submitting

The screenshot shows the 'Expenditure Report' submission page. On the left is a dark sidebar with a menu icon circled in red and an arrow pointing to a callout box. The main content area has a top bar with a user ID '4000000000' and a 'Help' link. Below this is a section titled 'Attachments (1)' containing a file named 'PowellBill_2022-ER.pdf' with a download icon and a close button. A callout box points to the bottom of the page, which displays a success message: 'Expenditure Report submitted Successfully.' At the bottom right are 'Back' and 'Next' buttons.

Click here to go to agreements page

Please add any supporting documentation also

Attachments (1)

 [PowellBill_2022-ER.pdf](#)
Created By: jpowell5

Watch for the notification

Expenditure Report submitted Successfully.

Back Next

Expenditure Report (ER) – Submitting

Current Expenditure Reports				
Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
2000000000	TOWN OF _____	POWELLBILL_2022	Submitted	>
Past Expenditure Reports				
Agreement ID	Grantee Name	Program Name	Expenditure Report	Status
2000000007	TOWN OF	POWELLBILL_2021	L2-Approved-Auto	>
2000000006	TOWN OF	POWELLBILL_2020	L2-Approved-Auto	>

Updated Status

Questions About Uses of Funds?

Go to the Powell Bill Website to review the Expenditure Guidance:








<https://connect.ncdot.gov/municipalities/State-Street-Aid/>

Still not sure, consult:

- Your municipality's attorney or auditor
- The North Carolina League of Municipalities' attorneys
- Powell Bill Program Unit



Support Information

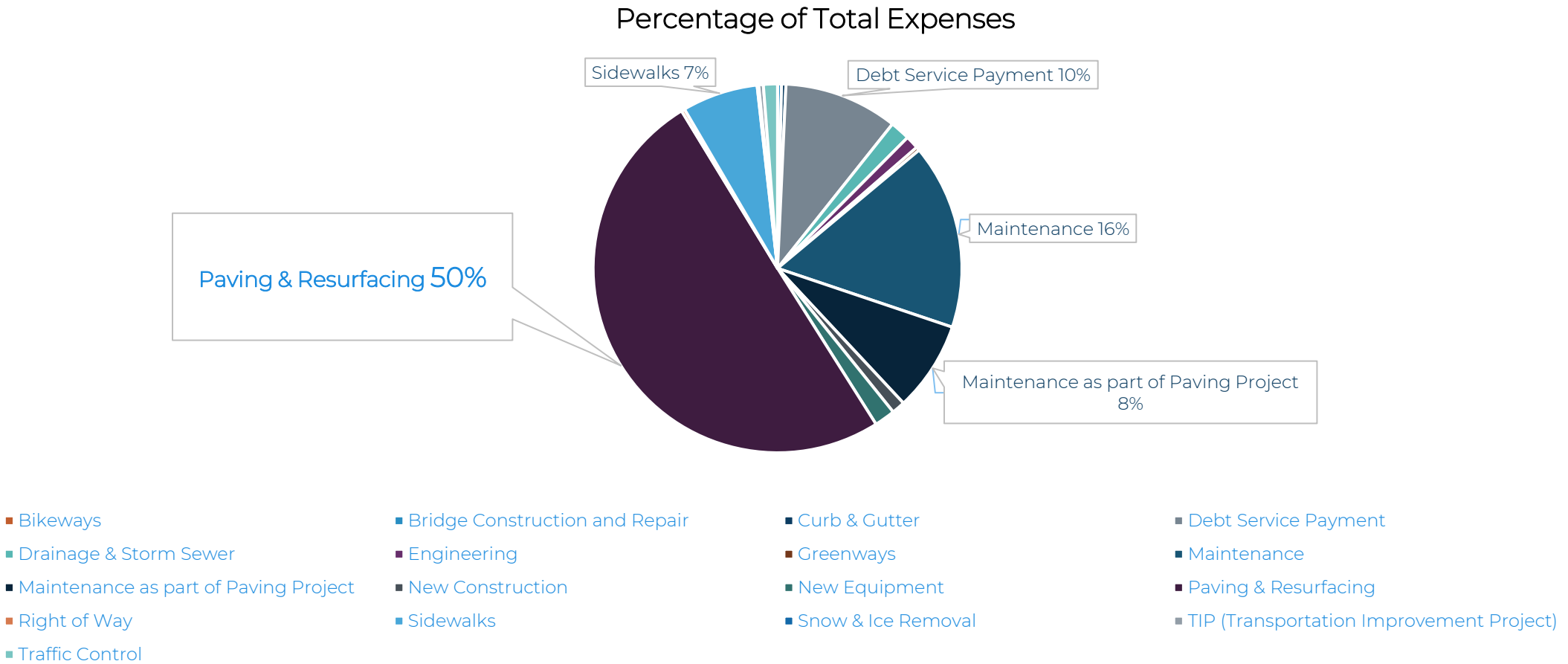
Powell Bill Expenditure Guidance	
Add Delete Sheet_Rev01.2023 - Excel Download	
Example of a good map	
Powell Bill Map Measurements	
Powell Bill Program FAQ	
How to set Adobe as default	
20 Allocation Municipality List 040925.pdf	

How does NCDOT use your Expenditure Report (ER) information?

Expense Type	Bikeways	Bridge Construction and Repair	Curb & Gutter	Debt Service Payment	Drainage & Storm Sewer	Engineering	Greenways	Maintenance	Maintenance as part of Paving Project	New Construction	New Equipment	Paving & Resurfacing	Right of Way	Sidewalks	Snow & Ice Removal	TIP (Transportation Improvement Project)	Traffic Control	Overall Result
Grantee	<i>All participating Municipalities have submitted the Powell Bill Expenditure Report statutorily due on August 1, 2022 (see the Note below).</i>																	
CITY OF ALBEMARLE						3,937.52		324,676.07			9,593.22						1,533.95	\$ 339,740.76
CITY OF ARCHDALE								764.07			8,896.00	351,315.34			10,081.33			\$ 371,056.74
CITY OF ASHEBORO			25,591.70		114,106.57			546,609.17			100,785.32	123,157.52		10,612.22	29,523.01			\$ 950,385.51
CITY OF ASHEVILLE				1,498,502.63				474,780.58						54,343.93	703,546.83			\$ 2,731,173.97
CITY OF BELMONT								122,122.38						22,240.00				\$ 144,362.38
CITY OF BESSEMER CITY				100,813.66	2,319.83	11,100.00		7,416.76				13,125.00			10,707.49		4,611.02	\$ 150,093.76
CITY OF BOILING SPRING LAKES				23,079.09		42,602.90		12,231.73				452,006.10	66,875.17					\$ 596,794.99
CITY OF BREVARD			1,957.37		13,217.06	30,300.00		8,475.95				186,554.00		7,119.89				\$ 247,624.27
CITY OF BURLINGTON			19,290.68		37,412.31	152,379.66		455,999.61			9,576.31	845,150.77		114,831.67	45,731.80			\$ 1,680,372.81
CITY OF CHARLOTTE				4,203,351.40	1,137,273.00			1,212,386.04	1,350,025.96			7,596,123.97			111,457.33		744,286.00	\$ 16,354,903.70
CITY OF CLAREMONT						388.00						62,500.00						\$ 62,888.00
CITY OF CLINTON					215,459.00			23,965.48				3,693.31		9,401.00				\$ 252,518.79
CITY OF CONCORD			17,526.10			14,101.74		1,974,424.74			216,380.77	2,039,034.77		40,894.24	17,295.48			\$ 4,319,657.84
CITY OF CONOVER								67,113.03				201,200.00					1,058.53	\$ 269,371.56
CITY OF CREEDMOOR								31,225.48				3,221.74						\$ 34,447.22
CITY OF DREXEL				30,046.48		2,033.53		3,997.95										\$ 36,077.96
CITY OF DUNN												335,827.45						\$ 335,827.45
CITY OF DURHAM									76,000.00	391,406.86				1,217,152.18				\$ 7,576,631.93
CITY OF EDEN												442,220.59						\$ 442,220.59
CITY OF ELIZABETH CITY						12,000.00		215,749.21				663,885.51			3,254.40			\$ 894,889.12
CITY OF FAYETTEVILLE		265,487.50		191,180.95		14,660.00	3,010.33	75,259.39				4,182,370.82		862,634.69			17,614.25	\$ 5,612,217.93
CITY OF GASTONIA						4,957.50		514,179.43				1,598,198.99			45,684.61			\$ 2,163,020.53
CITY OF GOLDSBORO												1,024,644.27						\$ 1,024,644.27
CITY OF GRAHAM					52,651.12				189,121.07		225,430.76			17,749.50				\$ 484,952.45
CITY OF GREENSBORO		183,367.76						4,940,908.32				850.00		624,859.90	705,091.68			\$ 6,455,077.66
CITY OF GREENVILLE												1,606,564.46						\$ 1,606,564.46
CITY OF HAMLET			9,875.00			820.00		201,865.52						4,400.00				\$ 216,960.52
CITY OF HAVELOCK				22,806.00	60,902.20	1,547.50		200,983.92				47,050.00						\$ 333,289.62
CITY OF HENDERSON								309,091.52						14,903.50				\$ 323,995.02
CITY OF HENDERSONVILLE			13,568.00					98,912.79			9,012.50	305,542.06					40,824.16	\$ 467,859.51
CITY OF HICKORY			46,947.19		144,389.63			333,118.48		73,008.77		409,415.34	101,449.72	165,730.60	53,983.21		80,682.66	\$ 1,408,725.60
CITY OF HIGH POINT												3,227,095.75		43,050.50				\$ 3,270,146.25
CITY OF HIGH SHOALS								6,653.97			13,564.04							\$ 20,218.01
CITY OF JACKSONVILLE			41,650.01	97,332.88	33,274.37	2,000.00		528,164.69			12,837.46	893,101.84		659.37			15,909.28	\$ 1,624,929.90
CITY OF KANNAPOLIS								645,286.48			2,441.73	812,163.17					3,756.71	\$ 1,463,648.09
CITY OF KING				108,649.23				91,960.48										\$ 200,609.71
CITY OF KINGS MOUNTAIN		584.33						60,362.02				234,701.00					5,314.00	\$ 300,961.35
CITY OF KINSTON					10,140.40	2,275.04		386,442.29			6,458.94	191,414.48		14,283.36			21,053.74	\$ 632,068.25
CITY OF LAURINBURG					74,981.12			259,287.18					29,221.60	4,594.49			8,683.79	\$ 376,768.18
CITY OF LENOIR			1,911.11		112,761.14			228,629.40				226,280.41			46,661.92			\$ 616,243.98
CITY OF LEXINGTON			35,581.46					47,804.16				817,341.92		33,804.81			18,395.89	\$ 952,928.24
CITY OF LINCOLNTON		28,449.93	2,200.00	39,582.92	38,075.06			37,049.44	151,972.09								14,239.41	\$ 311,568.85
CITY OF LOCUST						1,370.88		70,292.77				135,782.50						\$ 207,446.15
CITY OF LOWELL						936.25		2,652.50				161,175.00		9,072.00	555.10		3,313.15	\$ 177,704.00
CITY OF LUMBERTON								738,376.47										\$ 738,376.47

Example: Legislative Expense Report

Powell Bill Expenditures for FY 2023-24



Powell Bill History Report

Powell Bill History Report									
Data as of : 01/14/2025									
Municipality : TOWN OF				Grantee ID : 1000182124				Status : Okay	
Program Year	Powell Bill Allocation		Yearly Total Appropriation	Expenditure Amount	Adjustment s Imposed	Other Receipts	Interest Amount	Closing Amount	Agreement
	October	January							
2021	\$ 64,563.13	\$ 91,872.32	\$ 156,435.45	\$ -	\$ -	\$ -	\$ 25.57	\$ 156,461.02	2000048920
2022	\$ 78,012.69	\$ 78,012.69	\$ 156,025.38	\$ -	\$ -	\$ -	\$ 539.94	\$ 313,026.34	2000060269
2023	\$ 78,237.69	\$ 96,277.67	\$ 174,515.36	\$ -	\$ -	\$ -	\$ 1,060.62	\$ 488,602.32	2000068994
2024	\$ 96,416.46	\$ 96,416.44	\$ 192,832.90	\$ -	\$ -	\$ -	\$ -	\$ 681,435.22	2000077529
Total of last ten (10) allocations: \$ 679,809.09				Excess Accumulation: \$ -					

History Report

Municipality: TOWN OF _____			Grantee ID: 1000000000					Status: Excess	
Program	Powell Bill Allocation		Yearly Total	Expenditure	Adjustments	Other	Interest	Closing	Agreement
Year	October	January	Appropriation	Amount	Imposed	Receipts	Amount	Amount	
2010	\$ 32,169.48		\$ 32,169.48	\$ 1,788.93	\$ -	\$ -	\$ 217.64	\$ 190,917.63	
2011	\$ 21,068.44	\$ 21,068.47	\$ 42,136.91	\$ 35,177.91	\$ -	\$ -	\$ 124.23	\$ 198,000.86	
2012	\$ 21,765.45	\$ 21,765.45	\$ 43,530.90	\$ 1,597.23	\$ -	\$ -	\$ 100.31	\$ 240,034.84	2000000012
2013	\$ 22,344.36	\$ 22,344.35	\$ 44,688.71	\$ 88,034.90	\$ -	\$ -	\$ 24.63	\$ 196,718.28	2000000013
2014	\$ 23,071.61	\$ 23,071.60	\$ 46,143.21	\$ 50,360.00	\$ -	\$ -	\$ 35.60	\$ 192,532.09	2000000014
2015	\$ 23,036.11	\$ 23,036.09	\$ 46,072.20	\$ 4,804.50	\$ -	\$ -	\$ 423.10	\$ 234,222.89	2000000015
2016	\$ 23,456.60	\$ 23,456.59	\$ 46,913.19	\$ 6,572.00	\$ -	\$ -	\$ 822.55	\$ 275,386.63	2000000016
2017	\$ 23,734.12	\$ 23,734.12	\$ 47,468.24	\$ 957.70	\$ (250.36)	\$ -	\$ 2,791.66	\$ 324,438.47	2000000017
2018	\$ 23,617.73	\$ 23,617.73	\$ 47,235.46	\$ 1,365.00	\$ -	\$ -	\$ 7,237.71	\$ 377,546.64	2000000018
2019	\$ 23,911.64	\$ 23,911.62	\$ 47,823.26	\$ 1,775.00	\$ -	\$ -	\$ 6,142.92	\$ 429,737.82	2000000019
2020	\$ 23,662.42	\$ 23,662.42	\$ 47,324.84	\$ 46,995.50	\$ -	\$ -	\$ 68.78	\$ 430,135.94	2000000020
2021	\$ 23,831.87	\$ 33,549.11	\$ 57,380.98	\$ 12,391.36	\$ -	\$ -	\$ 578.26	\$ 475,703.82	2000000021
2022	\$ 28,784.20	\$ 28,784.19	\$ 57,568.39	\$ 16,475.59	\$ -	\$ -	\$ -	\$ 516,796.62	2000000022
Total of last twenty (20) allocations:			\$ 488,618.48	Excess Accumulation: \$ 28,178.14					

Example:

The municipality can accumulate the sum of 20 allocations

They are in "Excess" by this amount

Excess Accumulation

E115 - TIP (Transportation Improvement Project)	\$0.00
E116 - Greenways	\$0.00
E117 - Maintenance as part of Paving or Resurfacing project	\$0.00
TOTAL EXPENDITURES FOR POWELL BILL STREETS (2022 - 2023)	\$16,000.00
SUMMARY	Amount
Revenue Total	\$152,498.33
Less Expenditure Total	\$16,000.00
BALANCE ON HAND AS OF JUNE 30, 2023 (RESERVED FOR POWELL BILL)	\$136,498.33

Make Note:

The Balance On Hand is what will carry over to the next year. This amount cannot exceed allowed sum of Powell Bill allocations.

History Report

- Reports the municipality's allocations and expenses with a running balance
- "Excess Status" – If the Balance On Hand is greater than the allowed amount
- Report is sent twice a year – Starting in mid October and Mid February (sent to municipalities with an excess balance)
- Also Provided Upon Request

Excess Accumulation

SUBJECT: Powell Bill History Report as of January 2025

In accordance with North Carolina General Statute §136-41.3(c), a municipality cannot accumulate more than the sum of the past ten (10) allocations, or the sum of the past twenty (20) allocations if they have a population of less than 5,000 and the municipality had been approved for an extension by the NCDOT. If the municipality accumulates more than the allowed amount, the excess funds will be deducted from the next program year's allocation(s).

To assist you with tracking the amount your municipality is allowed to accumulate, please see the attached Powell Bill History Report. This report displays information including, but not limited to, allocations, expenditures, and closing amounts for your municipality going back several years. The sum of the last 10 allocations (or 20 allocations, if approved) and any excess amount will be indicated in the Status area and the excess amount is shown at the bottom. Please see attached diagram for more information on interpreting the History Report.

This report shows the account as of January 2025. If your municipality has an excess balance, you will have until June 30, 2025 to spend any excess funds, plus any Powell Bill account interest earned during FY 2024-25.

If your municipality currently accumulates 10 allocations but meets this population criteria and would like to apply for the exception, you can email a written request (on your municipal letter head) to NCDOT_PowellBill@ncdot.gov, before April 1st.

- Municipalities at risk of being in “Excess Status” are notified in February.
- Options:
 - Spend the excess amount before June 30th
 - If eligible, you can request to move to twenty (20) allocations
→ **Deadline for request is April 30th**

**THE EXCESS AMOUNT, IF NOT SPENT
BY JUNE 30th, WILL BE DEDUCTED
FROM THE OCTOBER 1 ALLOCATION**

Excess Accumulation

- § 136-41.3(c) – “...any municipality having accumulated an amount greater than the sum of the past 10 allocations made, shall have an amount equal to such excess deducted from the next allocation [...] the Department shall adopt a policy to allow small municipalities to apply to the Department to be allowed to accumulate up to the sum of the past 20 allocations...”
- In accordance with the above statute, NCDOT policy states that a participant may qualify to accumulate up to the sum of the past 20 allocations if the population is less than 5,000 people.
- To be granted this extension, a written request must be submitted by April 30th each year.

Powell Bill Adjustments

- **Mileage Errors**
 - Formula Calculation for Amount
- **Excess Accumulation of Funds – § 136-41.3(c)**
 - Deducted from Future Allocation(s)
- **Outstanding Municipal Agreements – § 136-41.3(e)**
 - Outstanding Balance is deducted from Next Allocation(s)



Fiscal Data Report (FDR)

Fiscal Data Report (FDR)

Purpose:

Report ALL money received and spent for street purposes for the previous fiscal year

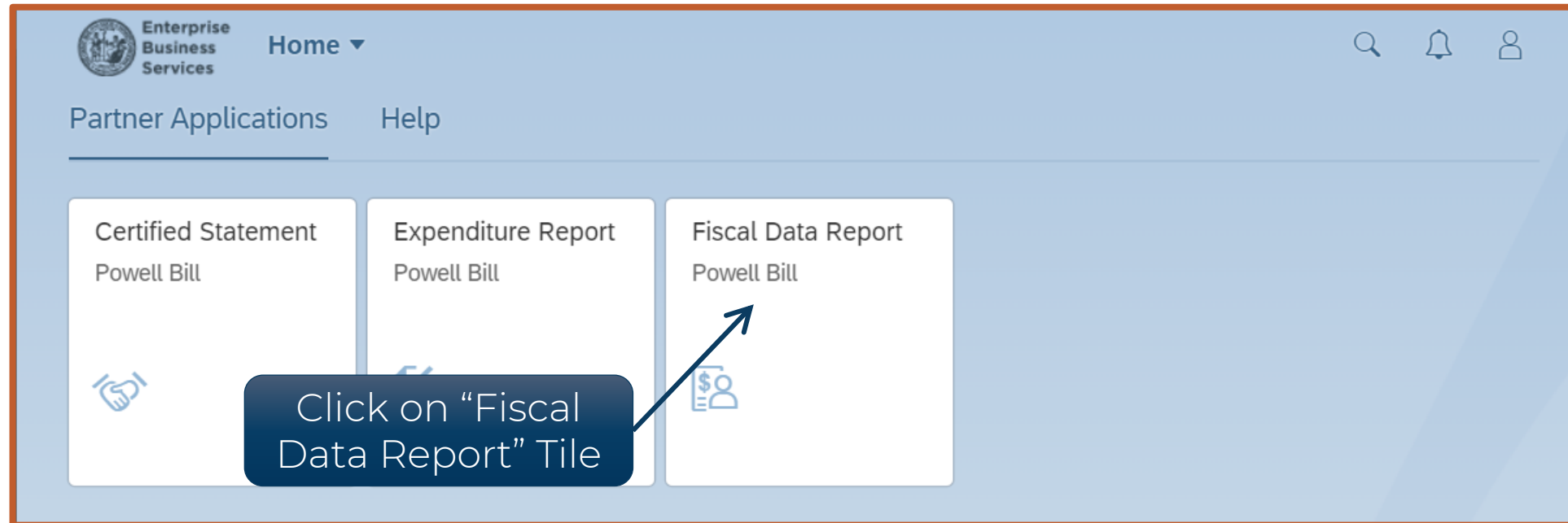
How to:

- Access
- Complete
- Submit

Due by December 1st

All required Powell Bill documents may be submitted any time after July 1st.
You do not have to wait for the deadlines to submit the required information.

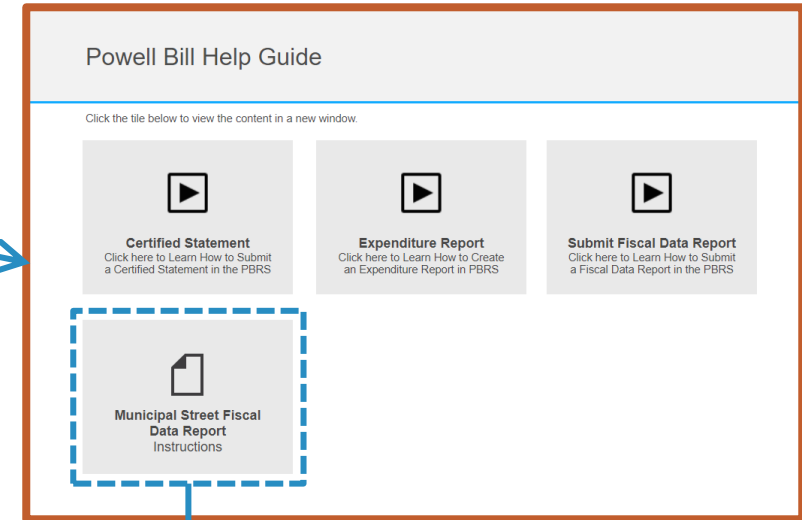
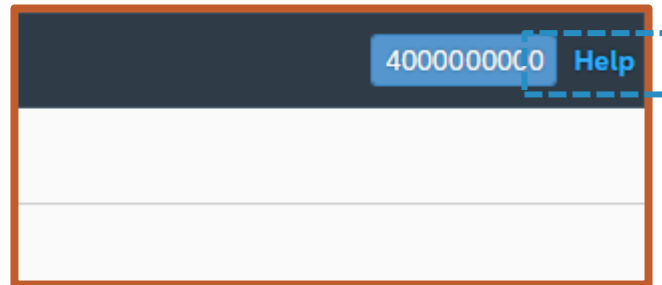
Access Fiscal Data Report (FDR)



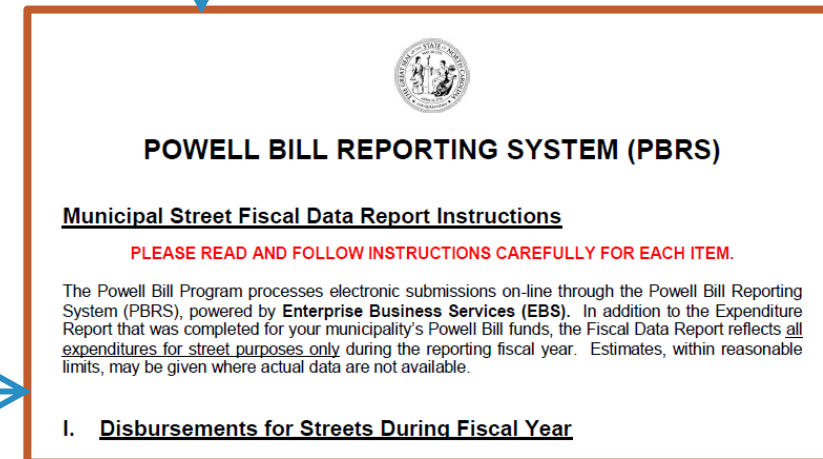
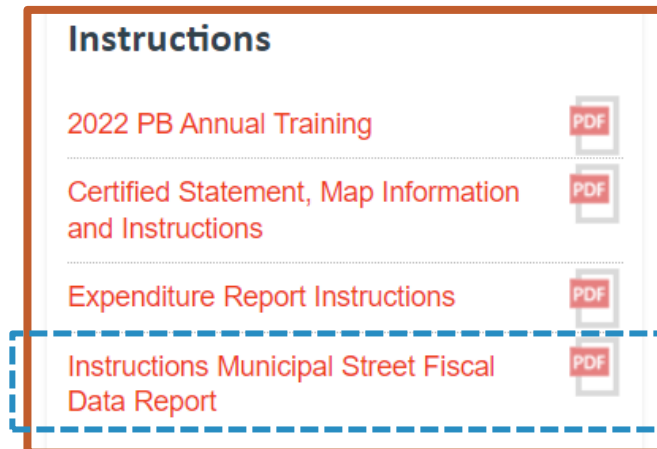
After logging in, click on the “Fiscal Data Report” tile to see the Fiscal Data Report

Instructions for Fiscal Data Report (FDR)

- In the Fiscal Data Report:



- Powell Bill Website:
<https://connect.ncdot.gov/municipalities/State-Street-Aid/>

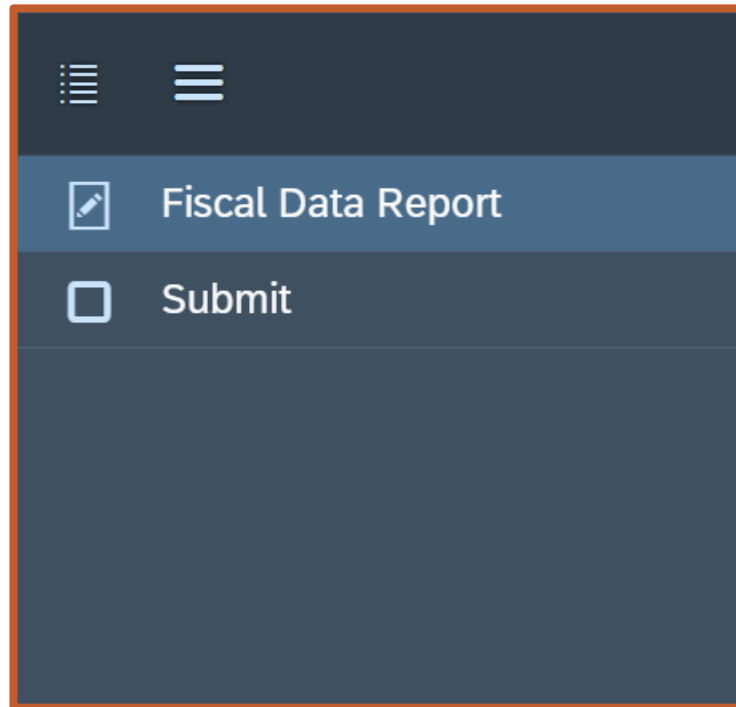


Access Fiscal Data Report (FDR)

Current Fiscal Data Reports				
Agreement ID	Grantee Name	Program Name	Fiscal Data Report	Status
2000000000	TOWN OF _____	POWELLBILL_2022	4000000000	Create New
Past Fiscal Data Reports				
Agreement ID	Grantee Name	Program Name	Fiscal Data Report	Status
2000000007	TOWN OF _____	POWELLBILL_2021	4000000007	L2-Approved-Auto >
2000000006	TOWN OF _____	POWELLBILL_2020	4000000006	L2-Approved-Auto >

Select the agreement under “Current Fiscal Data Reports”
to create a new Fiscal Data Report

Fiscal Data Report (FDR)



- Two Screens:
 - Fiscal Data Report
 - Submit

Creating Fiscal Data Report (FDR)

Fiscal Data Report Information

Agreement No: 2000000000
Town Code: 00000

Disbursements for Streets during Fiscal Year (Line 01 - 14)

Description	Total Amount	Status
01 - Under Powell Bill Municipal Agreement; From Local Funds; or Due Because of Penalties/Restitution.	0.00 USD	Complete

Add Disbursement

Description Total Amount Status

No Disbursement are currently available

Disbursements for Streets during Fiscal Year : Remaining balances (Lines 16 - 17)

Add Remaining Balance

Description	Total Amount	Status
16 - Capital and Operating Funds: Balance on Hand as of June 30, 2023 Show reserves on hand at the end of fiscal year specifically designated for street improvement purposes. Such funds would be unexpended Powell Bill funds (your June 30 Powell Bill Ending Balance), other street improvement grants, or general funds designated for street purposes, etc.	0.00 USD	Incomplete
17 - Debt Funds Balance FY ending - June 30, 2023	0.00 USD	Incomplete

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, 2022 & January 1, 2023	152,528.00 USD	Complete

Back Save Next

1st: FDR Information – Enter the information for the report

Creating Fiscal Data Report (FDR)

Disbursements for Streets during Fiscal Year (Line 01 - 14)

Description	Total Amount	Status
01 - Under Powell Bill Municipal Agreement; From Local Funds; or Due Because of Penalties/Restitution.	0.00 USD	Complete

Verify populated amounts:

01: Adjustment Imposed – *Cannot Change*

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, 2022 & January 1, 2023	152,528.00 USD	Complete

Add Receipt

No Receipts are currently available

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36)

Add Beginning Balance

Description	Total Amount	Status
35 - Capital and Operating Funds: Beginning Balance on Hand July 1, 2023	0.00 USD	Incomplete

30: Powell Bill Funds Received – *Cannot Change*

35: Beginning Balance as of July 1, 2023
*At least the same as Powell Bill amount –
Change If Needed*

Find Errors? Contact the Powell Bill Team

Creating Fiscal Data Report (FDR) – Add Disbursements

Disbursements for Streets during Fiscal Year (Line 01 - 14)

Description	Total Amount	Status
01 - Under Powell Bill Municipal Agreement; From Local Funds; or Due Because of Penalties/Restitution.	0.00 USD	✓ Complete >

Click on “Add Disbursement” to enter expenditures

Add Disbursement

Description	Total Amount	Status
No Disbursement are currently available		

Enter ALL expenditures for streets in the last fiscal year (not just Powell Bill funds)

* Do **not** report expenditures for which the municipality is reimbursed by the NC Department of Transportation

Creating Fiscal Data Report (FDR) – Add Disbursements

Disbursement Details

*Choose the Disbursement:

*Amount:

Select Disbursement Type

- 02 - Capital Outlay: Right of Way (Purchase of Land, Legal Fees, Right-of-Way Admin)
- 03 - Capital Outlay: Engineering (Pre-construction and field engineering, surveys)
- 04 - Capital Outlay: Construction (Grading, Resurfacing, curb & gutter, sidewalks)
- 05 - Maintenance (Includes equipment, administrative cost)
- 06 - Snow and Ice Removal (Including Sanding, Salting, and Purchase of Special Equipment)
- 07 - Traffic Control Operations
- 08 - Other: Please Specify
- 09 - General Administration & Maintenance (Highway, Planning, Traffic Studies, Research Activities)
- 10 - Traffic Police Salaries & Motor Vehicles - (NOT DOMESTIC)
- 11 - Debt Service: Bonds Interest
- 12 - Debt Service: Bonds Redemption
- 13 - Debt Service: Notes Interest
- 14 - Debt Service: Notes Redemption

Only use a Disbursement Type ONCE

Creating Fiscal Data Report (FDR) – Add Disbursements

Disbursement Details

*Choose the Disbursement: 02 - Capital Outlay: Right of Way (Purchase of Land, Legal Fees, Right-... ▾

*Amount: 300.45

Enter the Amount

Note: The System will round the amount to the nearest dollar when saved.

*Choose the Disbursement: 02 - Capital Outlay: Right of Way (Purchase of Land, Legal Fees, Right-... ▾

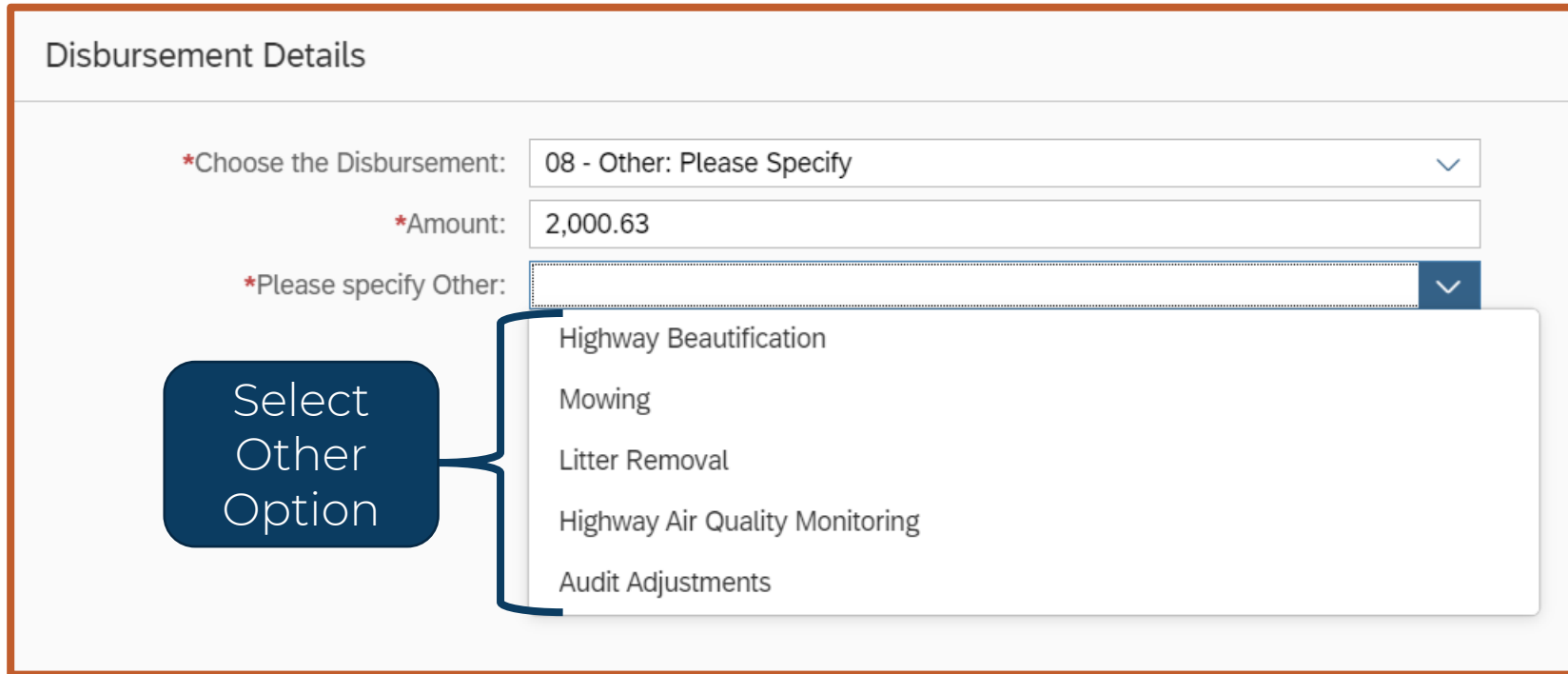
*Amount: 300.00

Disbursement Information saved Successfully

Save entry and watch for confirmation message

Back Save Cancel

Creating Fiscal Data Report (FDR) – Add Disbursements



The screenshot shows a web form titled "Disbursement Details". It contains three fields: a dropdown menu for "*Choose the Disbursement:" with the selected option "08 - Other: Please Specify", a text input for "*Amount:" with the value "2,000.63", and a dropdown menu for "*Please specify Other:". A callout box with the text "Select Other Option" points to the "*Please specify Other:" dropdown menu, which is open and shows a list of options: "Highway Beautification", "Mowing", "Litter Removal", "Highway Air Quality Monitoring", and "Audit Adjustments".

Disbursement Details

*Choose the Disbursement: 08 - Other: Please Specify

*Amount: 2,000.63

*Please specify Other:

Select Other Option

- Highway Beautification
- Mowing
- Litter Removal
- Highway Air Quality Monitoring
- Audit Adjustments

If "08 – Other" is chosen, select an option on 2nd drop-down list





Creating Fiscal Data Report (FDR) – Add Disbursements

Disbursements for Streets during Fiscal Year (Line 01 - 14)

Description	Total Amount	Status
01 - Under Powell Bill Municipal Agreement; From Local Funds; or Due Because of Penalties/Restitution.	0.00 USD	✓ Complete >

To Delete Entry

Add Disbursement

Description	Total Amount	Status
02 - Capital Outlay: Right of Way (Purchase of Land, Legal Fees, Right-of-Way Admin)	300.00 USD	✓ Complete  >
03 - Capital Outlay: Engineering (Pre-construction and field engineering, surveys)	206.00 USD	✓ Complete  >
04 - Capital Outlay: Construction (Grading, Resurfacing, curb & gutter, sidewalks)	16,806.00 USD	✓ Complete  >
08 - Other: Please Specify	2,001.00 USD	✓ Complete  >
Other (Please Specify) : Mowing		

Review Entries – Add and Delete as needed

Creating Fiscal Data Report (FDR) – Remaining Balance

16: Funds Remaining at the end of the Fiscal Year

Disbursements for Streets during Fiscal Year : Remaining balances (Lines 16 - 17)

Add Remaining Balance

Description	Total Amount	Status
16 - Capital and Operating Funds: Balance on Hand as of June 30, 2023 <div>Show reserves on hand at the end of fiscal year specifically designated for street improvement purposes. Such funds would be unexpended Powell Bill funds (your June 30 Powell Bill Ending Balance), other street improvement grants, or general funds designated for street purposes, etc.</div>	0.00 USD	Incomplete >
17 - Debt Funds Balance FY ending - June 30, 2023	0.00 USD	Incomplete >

Disbursement Details

*Choose the Disbursement:

16 - Capital and Operating Funds: Balance on Hand as of June 30, 2023

*Amount:

136,498.33

Click "Save"

Back Save Cancel



Amount cannot be less than the amount reported on Powell Bill Expenditure Report

Creating Fiscal Data Report (FDR) – Remaining Balance

17: Funds Remaining from **Bond Issue** at the end of the Fiscal Year

Most won't use this line.

Disbursements for Streets during Fiscal Year : Remaining balances (Lines 16 - 17) [Add Remaining Balance](#)

Description	Total Amount	Status
16 - Capital and Operating Funds: Balance on Hand as of June 30, 2023		
Show reserves on hand at the end of fiscal year specifically designated for street improvement purposes. Such funds would be unexpended Powell Bill funds (your June 30 Powell Bill Ending Balance), other street improvement grants, or general funds designated for street purposes, etc.	136,498.00 USD	✓ Complete  >
17 - Debt Funds Balance FY ending - June 30, 2023	0.00 USD	✗ Incomplete  >

Delete lines that are a zero balance or not applicable

Creating Fiscal Data Report (FDR) – Beginning Balance

Confirm Beginning Balance **before** entering Revenues – Confirm or Increase the amount provided

35: Funds Available at the Beginning of the Fiscal Year

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36) [Add Beginning Balance](#)

Description	Total Amount	Status
35 - Capital and Operating Funds: Beginning Balance on Hand July 1, 2022 Show reserves on hand at the beginning of the fiscal year specifically designated for street improvement purposes. Such funds would be unexpended Powell Bill funds (your July 1 Powell Bill Beginning Balance), other street improvement grants, or general funds designated for street purposes, etc.	0.00 USD	Incomplete
36 - Debt Fund: Balance - Fiscal YR Beginning July 1,		

Receipt Details

*Choose the Receipt: 35 - Capital and Operating Funds: Beginning Balance on Hand July 1, ...

*Amount: 2,567.00

[Click "Save"](#)

[Back](#) [Save](#) [Cancel](#)



**** Amount cannot be less than the Powell Bill Expenditure Report ****

Creating Fiscal Data Report (FDR) – Beginning Balance

36: Previous Fiscal Year’s ending Debt Fund

Most won’t use this line.

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36) Add Beginning Balance

Description	Total Amount	Status
35 - Capital and Operating Funds: Beginning Balance on Hand July 1, Show reserves on hand at the beginning of the fiscal year specifically designated for street improvement purposes. Such funds would be unexpended Powell Bill funds (your July 1 Powell Bill Beginning Balance), other street improvement grants, or general funds designated for street purposes, etc.	2,567.00 USD	<input checked="" type="checkbox"/> Complete  >
36 - Debt Fund: Balance - Fiscal YR Beginning July 1, <input type="text"/>	0.00 USD	<input type="checkbox"/> Incomplete  >

Delete lines that are a zero balance or not applicable

Creating Fiscal Data Report (FDR) – Add Receipts

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, January 1, :	152,528.00 USD	✓ Complete >

Click on “Add Receipt” to enter funds received

Add Receipt

Description	Total Amount	Status
No Receipts are currently available		

Enter ALL funds received for streets in the last fiscal year (not just Powell Bill funds)

Creating Fiscal Data Report (FDR) – Add Receipts

Receipt Details

*Choose the Receipt:

*Amount:

Select Receipt Type

- 19 - General Fund
- 20 - Motor Vehicle License Fees (City tags or stickers)
- 21 - Other Local Sources: Real Property Taxes & Special Assessments
- 22 - Other Local Sources: Sales Taxes
- 23 - Other Local Sources: Other (Please Specify)
- 24 - Miscellaneous Local Receipts: Interest on Investments
- 25 - Miscellaneous Local Receipts: Traffic Fines/Penalties
- 26 - Miscellaneous Local Receipts: Other (Please Specify)
- 27 - Proceeds of Sale of Bonds
- 28 - Proceeds of Sale of Notes
- 29 - Private Contributions
- 31 - Other State Funds Received
- 32 - Federal Highway Administration (i.e. Federal Bridge Replacement, Section 104 Planning)
- 33 - Other: Please Specify

Only use a Receipt Type ONCE

Creating Fiscal Data Report (FDR) – Interest from ER

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, 2022 & January 1, 2023	18,557.00 USD	Complete >

Add Receipt

Description	Total Amount	Status
24 - Miscellaneous Local Receipts: Interest on Investments	315.30 USD	Incomplete >

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36)

Add Beginning Balance

Description	Total Amount	Status
-------------	--------------	--------

Description	Total Amount	Status
24 - Miscellaneous Local Receipts: Interest on Investments	717.00 USD	Complete >

The interest that is reported on the ER will now auto populate onto the FDR. You will need to click on it to in order for it to read Complete as it's status

Creating Fiscal Data Report (FDR) – Add Receipts

Receipt Details

*Choose the Receipt: 23 - Other Local Sources: Other (Please Specify) ▼

*Amount: 0.00

*Please specify Other: ▼

Select Other Option

- Personal Vehicle Property Taxes
- Impact Fees
- Audit Adjustments
- Municipal Ordinance Fees
- Other Local Taxes or Fees

If “23 – Other” is chosen, select an option on 2nd drop-down list

Creating Fiscal Data Report (FDR) – Add Receipts

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, 2022 & January 1, 2023	152,528.00 USD	✓ Complete >

To Delete Entry

Add Receipt

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36)

Add Beginning Balance

Description	Total Amount	Status
24 - Miscellaneous Local Receipts: Interest on Investments	717.00 USD	✓ Complete >

35 - Capital and Operating Funds: Beginning Balance on Hand July 1, 2022

Show reserves on hand at the beginning of the fiscal year specifically designated for street improvement purposes. Such funds would be unexpended Powell Bill funds (your July 1 Powell Bill Beginning Balance), other street improvement grants, or general funds designated for street purposes, etc.

2,567.00 USD

✓ Complete >

Review Entries – Add and Delete as needed

Creating Fiscal Data Report (FDR) – Interest from ER

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, 2022 & January 1, 2023	18,557.00 USD	✓ Complete

Add Receipt

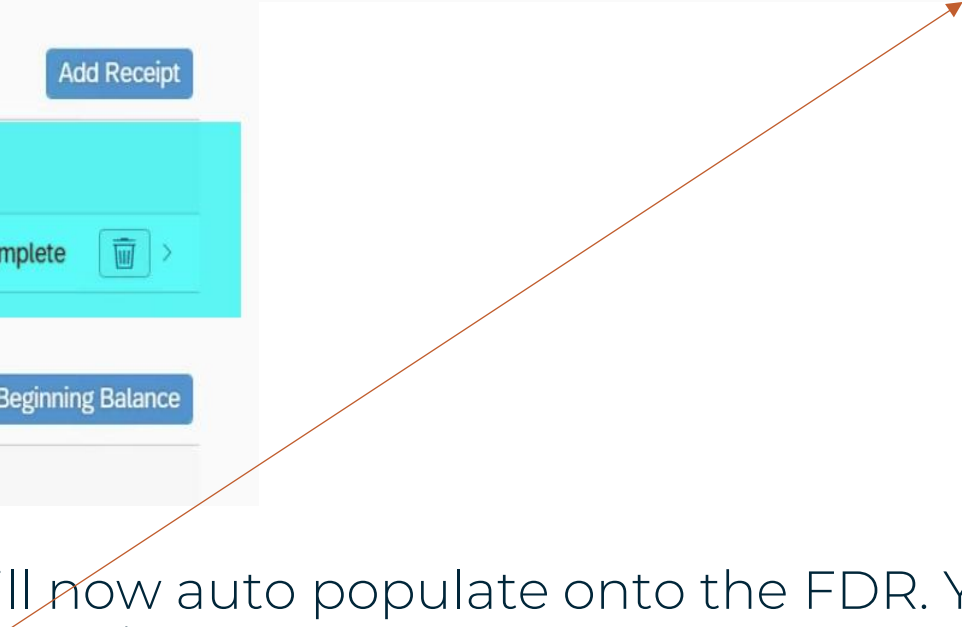
Description	Total Amount	Status
24 - Miscellaneous Local Receipts: Interest on Investments	315.30 USD	✗ Incomplete

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36)

Add Beginning Balance

Description	Total Amount	Status
-------------	--------------	--------

Description	Total Amount	Status
24 - Miscellaneous Local Receipts: Interest on Investments	717.00 USD	✓ Complete



The interest that is reported on the ER will now auto populate onto the FDR. You will need to click on it for it to read Complete as it's status

Creating Fiscal Data Report (FDR) – Add Debt Service

Debt Service Bonds - (Lines 38 - 41)
(Reserved for Municipal Bonds ONLY - NOT Installment Purchase Contracts)

Description	Total Amount	Status
No Bonds are currently available		
Amount Outstanding Bonds		

Add Bond

Debt Service Notes - (Lines 42 - 45)
(Reserved for Municipal Notes ONLY - NOT Installment Purchase Contracts)

Description	Total Amount	Status
No Notes are currently available		
Amount Outstanding Notes	0.00 USD	

Add Note

Click on "Add Bond" or "Add Note" to account for Debt Services

Enter funds from Municipal Bonds & Notes for street purposes

Creating Fiscal Data Report (FDR) – Add Debt Service

Bond Details

*Choose the Bond:

*Amount:

Select a Bond Detail

- 38 - Amount Outstanding Beginning: July 1 2020
- 39 - Issued During Fiscal Year
- 40 - Redemptions During Fiscal Year
- 41 - Amount Outstanding June 30, 2021

Note Details

*Choose the Note:

*Amount:

Select a Note Detail

- 42 - Amount Outstanding Beginning: July 1, 2020
- 43 - Issued During Fiscal Year
- 44 - Redemptions During Fiscal Year
- 45 - Amount Outstanding June 30, 2021

Creating Fiscal Data Report (FDR)– Review Summary Amounts

Summary

Total Disbursements (Sum of codes 01-14):	19,313.00
Total Funds Accounted For (Total Disbursements plus Balance FY(s) ending June 30, 2023) (Sum of codes 15, 16, 17):	155,811.00
Total Receipts (Sum of codes 19-33):	153,245.00
Total Funds Available (Total Receipts plus Balance Fiscal YR) (Sum of codes 34, 35, 36):	155,812.00

Amounts must match

- If “Total Funds Accounted For” and “Total Funds Available” don’t match:
 - Review entries and make changes
 - If it’s a rounding issue (~\$1 difference) → Enter an Audit Adjustment

Creating Fiscal Data Report (FDR)– Check box for when the FDR amounts will be different from the ER

Debt Service Notes - (Lines 42 - 45)
(Reserved for Municipal Notes ONLY - NOT Installment Purchase Contracts) [Add Note](#)

Description	Total Amount	Status
No Notes are currently available		
Amount Outstanding Notes	0.00	USD

☐ Amounts in FDR is different from Expense Report

Summary

Total Disbursements (Sum of codes 01-14):	0.00
Total Funds Accounted For (Total Disbursements plus Balance FY(s) ending June 30, 2023) (Sum of codes 15, 16, 17):	0.00
Total Receipts (Sum of codes 19-33):	18,872.30
Total Funds Available (Total Receipts plus Balance FY(s) ending June 30, 2023) (Sum of codes 34-35, 36):	73,486.30

- Sometimes the ER amount(s) will be different from what is on the FDR. This is due to the ER needed to be corrected the following year. There is now a check box to click onto indicate this.

Creating Fiscal Data Report (FDR) – Account for Rounding

Disbursement Details

*Choose the Disbursement: 08 - Other: Please Specify

*Amount: 0.00

*Please specify Other:

- Highway Beautification
- Mowing
- Litter Removal
- Highway Air Quality Monitoring
- Audit Adjustments

- Use either option to enter an Audit Adjustment
- Enter positive or negative amount

Receipt Details

*Choose the Receipt: 23 - Other Local Sources: Other (Please Specify)

*Amount: 0.00

*Please specify Other:

- Personal Vehicle Property Taxes
- Impact Fees
- Audit Adjustments
- Municipal Ordinance Fees
- Other Local Taxes or Fees

This is the only field where a negative number can be entered.

Creating Fiscal Data Report (FDR) – Account for Rounding

Receipts for Streets during Fiscal Year (Lines 19 - 32)

Description	Total Amount	Status
30 - Powell Bill Funds Received /Allowed: October 1, 2022 & January 1, 2023	152,528.00 USD	Complete

Add Receipt

23 - Other Local Sources: Other (Please Specify)

Other (Please Specify) : Audit Adjustments

-1.00 USD Complete

24 - Miscellaneous Local Receipts: Interest on Investments

717.00 USD Complete

Receipts for Street during Fiscal Year: Beginning Balances (Lines 35 - 36)

Add Beginning Balance

Description	Total Amount	Status
35 - Capital and Operating Funds: Beginning Balance on Hand July 1, 2022	2,567.00 USD	Complete

Summary

Total Disbursements (Sum of codes 01-14):

19,313.00

Total Funds Accounted For (Total Disbursements plus Balance FY(s) ending June 30, 2023) (Sum of codes 15, 16, 17):

155,811.00

Total Receipts (Sum of codes 19-33):

153,244.00

Total Funds Available (Total Receipts plus Balance Fiscal YR) (Sum of codes 34, 35, 36):

155,811.00

✓

Fiscal Data Report (FDR) – Submitting

The screenshot shows a web application interface for submitting a Fiscal Data Report (FDR). On the left is a dark sidebar with a menu containing 'Fiscal Data Report' (checked) and 'Submit'. The main content area is titled 'Authorizing Information' and contains two input fields: 'Authorizing Name:' and 'Authorizing Title:'. Below these is a section titled 'Submit' with the instruction 'Click the button below to generate the Fiscal Data Report.' and a green button labeled 'Generate Fiscal Data Report'. At the top right of the main area, there is a blue button with the number '4000000000' and a 'Help' link. At the bottom right, there is a row of four buttons: 'Back', 'Save', 'Submit', and 'Next'.

2nd: Submit – Authorize the Report & Submit

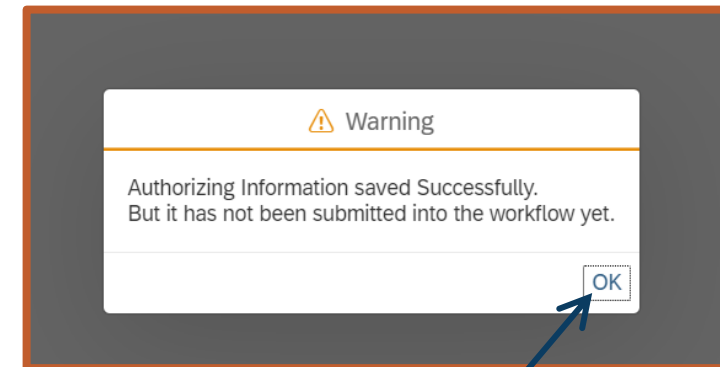
Fiscal Data Report (FDR) – Submitting

The screenshot shows a web form titled "Authorizing Information". It contains two input fields: "Authorizing Name:" with the value "Jane Powell" and "Authorizing Title:" with the value "Financial Director". Below these fields is a "Submit" section with the text "Click the button below to generate the Fiscal Data Report." and a green button labeled "Generate Fiscal Data Report". At the bottom of the form is a dark blue navigation bar with four buttons: "Back", "Save", "Submit", and "Next".

Instructions for the form:

- Enter Name and Job Title
- Click "Save"

Arrows indicate that the first instruction points to the input fields and the second instruction points to the "Save" button in the navigation bar.



Click "OK"

Fiscal Data Report (FDR) – Submitting – Generate Form

Submit

Click the button below to generate the Fiscal Data Report.

Generate Fiscal Data Report

1) Click “Generate Fiscal Data Report”

Form Is For Your
Records ONLY

Fiscal Data Report(4000000000)

1 / 1

101%

Total Receipts (Sum of codes 19-33)	34	\$153,244		
Capital and Operating Funds: Beginning Balance on Hand July 1, 2022	35	\$2,567		
Debt Fund: Balance - Fiscal		\$0		
Total Funds Available (Total R		\$155,811		
III. DEBT SERVICE (Reserved for Municipal Purchase Contracts)				
Amount Outstanding Beginning: July 1 2022	38	\$0	42	\$0
Issued During Fiscal Year	39	\$0	43	\$0
Redemptions During Fiscal Year	40	\$0	44	\$0
Amount Outstanding June 30, 2023	41	\$0	45	\$0

Name : Jane Powell

Title : Financial Director

Date : 06/08/23

Download

Close

Next

2) Click “Download” to save
the form to your computer

Fiscal Data Report (FDR) – Submitting

The screenshot shows a web application interface for submitting a Fiscal Data Report (FDR). The interface is divided into a left sidebar and a main content area. The sidebar contains a menu with two items: "Fiscal Data Report" (checked) and "Submit". The main content area is titled "Authorizing Information" and contains two input fields: "Authorizing Name" (filled with "Jane Powell") and "Authorizing Title" (filled with "Financial Director"). Below these fields is a section titled "Submit" with the instruction "Click the button below to generate the Fiscal Data Report." and a green button labeled "Generate Fiscal Data Report". At the bottom right of the main content area, there is a dark blue callout box with the text "Click 'Submit'" and an arrow pointing to the "Submit" button in the footer. The footer contains four buttons: "Back", "Save", "Submit", and "Next".

4000000000 Help

☒ Fiscal Data Report
☐ Submit

Authorizing Information

Authorizing Name: Jane Powell
Authorizing Title: Financial Director

Submit

Click the button below to generate the Fiscal Data Report.

Generate Fiscal Data Report

Click "Submit"

Back Save Submit Next

Fiscal Data Report (FDR) – Submitting

The screenshot displays the Fiscal Data Report (FDR) submission interface. On the left sidebar, there are two options: 'Fiscal Data Report' (checked) and 'Submit'. The main content area is titled 'Authorizing Information' and contains two input fields: 'Authorizing Name' with the value 'Jane Powell' and 'Authorizing Title' with the value 'Financial Director'. Below this is a 'Submit' section with the instruction 'Click the button below to generate the Fiscal Data Report.' and a button labeled 'Generate Fiscal Data Report'. A confirmation dialog box is open in the center, titled 'Submit', with the text 'Are you sure you want to submit? Once submitted successfully, You will not be able to edit Fiscal Data Report.' and two buttons: 'OK' and 'Cancel'. A blue arrow points from a callout box labeled 'Click "OK"' to the 'OK' button. At the bottom right of the interface, there are four buttons: 'Back', 'Save', 'Submit', and 'Next'.

Fiscal Data Report (FDR) – Submitting

The screenshot shows the 'Fiscal Data Report' submission page. On the left, a sidebar contains a menu with 'Fiscal Data Report' (checked) and 'Submit'. A teal circle highlights the 'Fiscal Data Report' menu item, with a teal arrow pointing to a text box that says 'Click here to go to agreements page'. The main content area is titled 'Authorizing Information' and includes a form with 'Authorizing Name: Jane Powell'. Below the form is a green button labeled 'Generate Fiscal Data Report'. At the bottom of the page, a dark blue notification box with a dashed border contains the text 'Fiscal Data Report submitted Successfully.' A dark blue arrow points from a text box that says 'Watch for the notification' to this notification box. The top right of the page shows a user ID '4000000000' and a 'Help' link. The bottom right has 'Back' and 'Next' buttons.

4000000000 Help

☒ Fiscal Data Report
☐ Submit

Authorizing Information

Authorizing Name: Jane Powell

Generate Fiscal Data Report

Click here to go to agreements page

Watch for the notification

Fiscal Data Report submitted Successfully.

Back Next

Fiscal Data Report (FDR) – Submitting

Current Fiscal Data Reports

Agreement ID	Grantee Name	Program Name	Fiscal Data Report	Status
2000000000	TOWN OF _____	POWELLBILL_2022	4000000000	Submitted >

Updated Status

Past Fiscal Data Reports

Agreement ID	Grantee Name	Program Name	Fiscal Data Report	Status
2000000007	TOWN OF	POWELLBILL_2021	4000000007	L2-Approved-Auto >
2000000006	TOWN OF	POWELLBILL_2020	4000000006	L2-Approved-Auto >

Why does NCDOT need your Fiscal Data Report (FDR)?

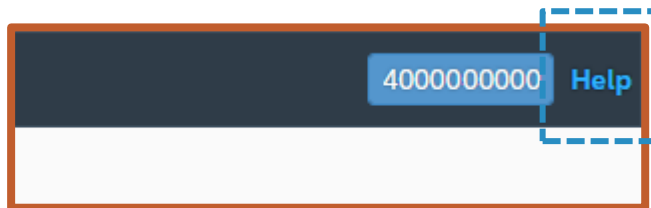
The public report burden for this information collection is estimated to average 380 hours annually. Form Approved OMB No. 2125-0032

LOCAL HIGHWAY FINANCE REPORT		STATE: NC	
This Information From The Records Of: Division of Planning & Programming, NC Department of Transportation		Prepared By: Dr. Majed Al-Ghandour, Ph.D., PE, CPM, MASCE, Director-Powell Bill	
I. DISPOSITION OF HIGHWAY-USER REVENUES AVAILABLE FOR LOCAL GOVERNMENT EXPENDITURE		YEAR ENDING (mm/yy): 06/22	
ITEM	A. Local Motor-Fuel Taxes	B. Local Motor-Vehicle Taxes	C. Receipts from State Highway-User Taxes
1. Total receipts available	---	38,328,395	154,920,405
2. Minus amount used for collection expenses			
3. Minus amount used for nonhighway purposes			
4. Minus amount used for mass transit			
5. Remainder used for highway purposes		38,328,395	154,920,405
II. RECEIPTS FOR ROAD AND STREET PURPOSES		III. EXPENDITURES FOR ROAD AND STREET PURPOSES	
ITEM	AMOUNT	ITEM	AMOUNT
A. Receipts from local sources:		A. Local highway expenditures:	
1. Local highway-user taxes		1. Capital outlay (from page 2)	387,129,458
a. Motor Fuel (from Item I.A.5.)	---	2. Maintenance:	182,942,648
b. Motor Vehicle (from Item I.B.5.)	38,328,395	3. Road and street services:	
c. Total (a.+b.)	38,328,395	a. Traffic control operations	34,117,520
2. General fund appropriations	606,977,427	b. Snow and ice removal	3,136,369
3. Other local imposts (from page 2)	20,670,710	c. Other	10,679,270
4. Miscellaneous local receipts (from page 2)	59,188,281	d. Total (a. through c.)	47,933,159
5. Transfers from toll facilities	---	4. General administration & miscellaneous	83,006,247
6. Proceeds of sale of bonds and notes:		5. Highway law enforcement and safety	199,636,487
a. Bonds - Original Issues	192,408,947	6. Total (1 through 5)	900,647,999
b. Bonds - Refunding Issues	---	B. Debt service on local obligations:	
c. Notes	57,170,944	1. Bonds:	
d. Total (a. + b. + c.)	249,579,891	a. Interest	62,421,407
7. Total (1 through 6)	974,744,704	b. Redemption	227,966,593
B. Private Contributions	9,172,643	c. Total (a. + b.)	290,388,000
C. Receipts from State government (from page 2)	173,818,069	2. Notes:	
D. Receipts from Federal Government (from page 2)	38,241,566	a. Interest	5,154,946
E. Total receipts (A.7 + B + C + D)	1,195,976,982	b. Redemption	3,304,610
		c. Total (a. + b.)	8,459,556
		3. Total (1.c + 2.c)	298,847,556
		C. Payments to State for highways	142,887
		D. Payments to toll facilities	---
		E. Total expenditures (A.6 + B.3 + C + D)	1,199,638,442
IV. LOCAL HIGHWAY DEBT STATUS			
(Show all entries at par)			
	Opening Debt	Amount Issued	Redemptions
A. Bonds (Total)	1,094,575,329	184,062,851	197,898,048
1. Bonds (Refunding Portion)	---	---	---
B. Notes (Total)	8,532,837	53,995,791	1,347,751
Notes and Comments:			
III.A.3.c - Other:			
Audit Adjustments	924,806		
Highway Beautification	3,650,012		
Litter Removal	2,303,196		
Mowing	3,801,256		
Hwy Air Quality Monitoring	-		
FORM FHWA-536 (Rev.06/2000)	PREVIOUS EDITIONS OBSOLETE	Excel	(Next Page)
	page 1		

- The Powell Bill Unit is required to submit the Local Highway Finance Report (FHWA 536) to the US DOT Federal Highway Administration each year
- Information for the report comes from the Fiscal Data Reports
- It is important the Fiscal Data Report is submitted prior to December 1st each year so we have time to create and process the FHWA 536

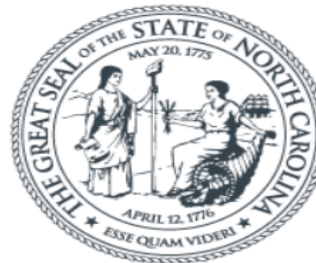
Powell Bill Reporting System (PBRs)

- “How To Navigate” videos located on the website —————→
You will be directed to the EBS/PBRs webpage and need to log into the system to access the videos.
- Link on our website
 - <https://connect.ncdot.gov/municipalities/State-Street-Aid/>
- Also, in the Powell Bill Reporting System within each report



“How To Navigate” Videos

Interactive Simulation Videos and Help Guide



Enterprise Business Services

User *

Password *

Passwords are case sensitive

[Login Help](#) * [Browser Support](#)