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# TRIBAL CARS ACCOUNTING REPORTS MANUAL

## CARS PROFILE LINE INFORMATION

This chapter contains all of the CARS profile lines used by the Tribes for the current funding period. The information is organized numerically.

- PROFILE ID TITLE - Abbreviation of the full title, limited to 25 characters.
- FULL TITLE - Complete name of profile.
- REPORTING INSTRUCTIONS - Brief profile specific reporting instructions.
- PROFILE TYPE - Designates how expenses are processed.

The options are:

- Cash Adjustments (A)
  - Non Reimbursable (D)
  - Sum Sufficient (E)
  - Contract Controlled (F)
  - Allocated (G)
- EXPENSES ROLL TO THIS PROFILE FROM - Profile(s) from which expenses will roll when reimbursable expenses exceed the contract level and are appropriate for reimbursement by this profile.
  - EXPENSES FROM THIS PROFILE ROLL TO - Profile to which expenses will roll when reimbursable expenses exceed the contract level for this profile and are appropriate for reimbursement on the listed profile
  - EXPENSES ALLOCATE TO THIS PROFILE FROM - Expenses will allocate to this profile from listed profile(s).
  - EXPENSES ALLOCATE FROM THIS PROFILE TO - Expenses will allocate from this profile to the listed profile(s).
  - REIMBURSEMENT % - Specifies the percentage of expenditures CARS will process further. CARS will:
    - A) Reimburse at this percentage on this profile  
or
    - B) Roll the expenditures to another profile for further processing  
or
    - C) Allocate the expenditures to another profile for further processing.

Refer to specific profile IDs for information on rolls or allocations.

- PREPAYMENTS - Number of prepayments allowed by the Contract.

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- **LIMITATIONS** - Dictated by contract, Statutory Requirements, and Federal requirements.
- **FEDERAL CATALOG (CFDA) NUMBER** - Numbers assigned to Federal Domestic Assistance Programs by the Federal Government.
- **DIVISION/OFFICE RESPONSIBLE** - The Division or Office responsible for the administration of the profile.

The Tribal Affairs Unit will periodically send updates to the CARS profiles. Updates may include additions, deletions, or modifications to profiles. Please follow all profile instructions.

Note: N/A on the profile sheets means Not Applicable.