



**COMPREHENSIVE INVENTORY RECORD**

**FY2023**

Date Completed:

**Directions:** Federal regulations require local Adult Education Programs to maintain an ongoing written inventory of all instructional materials and equipment purchased with Adult Education funds. Your inventory should include items purchased with federal Title II AEFL funds and should correspond to AEFL invoices for reimbursement. Items purchased with federal funds should be labeled indicating that it was purchased with AEFL funds.

**\*\*This document is due on September 30, 2022, and should include all purchases made before June 30, 2022. Please email completed form to your AEFL specialist\*\***

Item	Serial/ID Number	Quantity	Month and Year Purchased	Acquisition Cost
				\$
				\$
				\$
				\$
				\$
				\$
				\$
				\$
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