

American Society for Engineering Education
Form 990 tax return
Explanations of various parts and schedules related to Form 990
FYE September 30, 2014

Part I: Summary	page 1	Provides a snapshot of the organization's purpose, staffing, sources of financial support, and uses of funds.
Part III: Statement of Program Service Accomplishments	page 2	This part explains ASEE's program services and all related expenditures. It also allows ASEE to promote its accomplishments.
Part IV: Checklist of Required Schedules	pages 3 - 4	This part asks questions to determine whether a particular schedule or schedules must be completed. The schedules provide information that enables the IRS to evaluate the likelihood of violations to the rules.
Part V: Statements Regarding Other IRS Filings and Tax Compliance	page 5	Checklist of other IRS compliance that might be required by ASEE. It is intended to alert organizations about potential other compliance requirements that are not necessary related to the Form 990.
Part VI: Governance, Management and Disclosure	page 6	This part asks questions about the governing body and management policies, and whether and how ASEE promotes transparency and accountability to its donors.
Part VII: Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees and Independent Contractors	pages 7 - 9	The IRS is concerned that many exempt organizations are providing excessive compensation and benefits to directors and certain employees. Therefore, Form 990 requires extensive compensatory data in this part.
Part VIII: Statement of Revenue	page 10	This part provides detailed information on ASEE's sources of support, including potentially taxable unrelated business income.
Part IX: Statement of Functional Expenses	page 11	Provides the IRS and donors with information to use in determining if an appropriate amount of expenditure is being directed to activities that further ASEE's exempt purpose.
Part X: Balance Sheet	page 12	Provides information that can indicate whether the organization is financially stable. Lists total assets, total liabilities, and fund balance for the beginning and ending of the year.
Part XI: Reconciliation of Net Assets	page 13	Reconciles total revenue and total expenses with the beginning and ending net assets balance.
Part XII: Financial Statement and Reporting	page 13	This part explains the level of involvement by an independent accountant and explain the reporting required for any audits required for organizations that receive federal grants under the Single Audit Act and OMB A-133.
Schedule A: Public Charity Status and Public Support	pages 14 - 16	Is used to indicate an organization's reason for public charity status (i.e., why it is not a private foundation) and to provide the IRS with detailed information about its sources of financial support.
Schedule B: Schedule of Contributions	page 17 - 21	Provides a listing of key contributors that funded the organization with grants, contracts, and donations. The amounts reported are based on exceeding a calculated dollar threshold.
Schedule D: Supplemental Financial Statements	page 22 - 26	Provides detailed explanations and amounts to questions in previous parts and schedules of the Form 990.
Schedule I: Grant information	pages 27 - 29	Addition information related to grants paid by ASEE to other organizations.
Schedule J: Compensation Information	pages 30 - 32	The compensation information required in Schedule J is much more detailed than that required in Part VII.

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Schedule O: Supplemental Information to Form 990 or 990-EZ	pages 33 - 36	This schedule is used to provide narrative information required for responses to specific questions on Form 990.
Schedule R: Related Organizations and Unrelated Partnerships	pages 37 - 41	This schedule is used to provide more detailed narrative information for responses to specific questions on Form 990. Identifies related organizations of ASEE.