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# Capital Budget Glossary

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## GLOSSARY<sup>1</sup>

**Amortization of Debt** - The process of paying the principal amount of an issue of securities by periodic payments either directly to security holders or to a sinking fund for the benefit of security holders. **See: Debt Service; Debt Service Schedule.**

**Amortization Schedule** - A table showing the gradual repayment of an amount of indebtedness, such as a mortgage or bond, over a period of time. This table is often set up to show interest payments in addition to principal repayments. **See: Debt Service Schedule.**

**Arbitrage** - With respect to the issuance of municipal securities, arbitrage usually refers to the difference between the interest paid on the tax-exempt securities and the interest earned by investing the security proceeds in higher-yielding taxable securities. Internal Revenue Service regulations govern arbitrage on the proceeds from issuance of governmental securities.

**Authority** - A unit or agency of government established to perform specialized functions, usually financed by service charges, fees or tolls, although it may also have taxing powers. In many cases authorities have the power to issue debt which is secured by the lease rental payments made by a governmental unit using the facilities constructed with bond proceeds. An authority may function independently of other governmental units, or it may depend upon other units for its creation, funding or administrative oversight. Examples of authorities include health facilities authorities, industrial development authorities and housing authorities.

**Authorization** - The legal or statutory basis to issue debt, usually with a specific dollar limit.

**Average Life or Average Maturity** - The number of years to the point at which half of an issue will have been redeemed. The average life is a reflection of the rapidity with which the principal of an issue is expected to be paid. Under one commonly used calculation method, it is equal to the total bond years divided by the total number of bonds (1 bond equals \$1,000 par amount, regardless of actual certificate denomination); note that this computation method does not take into account the time value of the principal amounts. The formula for this computation is:

$$\text{Average Life} = \frac{\text{Total Bond Years}}{\text{Number of Bonds}}$$

**Example:**

Issue size:	\$10,000,000
Interest rate:	7 percent
Maturity of issue:	5 years
1 bond	= \$1,000

<sup>1</sup> Primarily derived from the "Glossary of Municipal Securities Terms" Municipal Securities Rule Making Board, 1985.

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(1) Years	(2) Principal	(3) Number of Bonds	(4) Bond Years (1 x 3)
1	1,740	\$1,740,000	1,740
2	3,720	1,860,000	1,860
3	5,970	1,990,000	1,990
4	8,520	2,130,000	2,130
5	<u>11,400</u>	<u>2,280,000</u>	<u>2,280</u>
Total	<u>31,350</u>	<u>\$10,000,000</u>	<u>10,000</u>

$$\frac{31,350}{10,000} = 3.135 \text{ years average life}$$

**Bond** - Evidence of the issuer's obligation to repay a specified principal amount on a date certain (maturity date), together with interest at a stated rate, or according to a formula for determining that rate. Bonds are distinguishable from notes, which usually mature in a much shorter period of time. Bonds may be classified according to maturity structure (serial vs. term), source of payment (general obligation vs. revenue), method of transfer (bearer vs. registered), issuer (state vs. municipality vs. special district) or price (discount vs. premium). **Compare: Note.**

**Bond Anticipation Note - See: Note.**

**Bond Counsel** - An attorney (or firm of attorneys) retained by the issuer to give a legal opinion that the issuer is authorized to issue proposed securities, the issuer has met all legal requirements necessary for issuance, and interest on the proposed securities will be exempt from federal income taxation and, or review and advise the issuer regard applicable, from state and local taxation. Typically, bond counsel may prepare, or review and advise the issuer regarding authorizing resolutions or ordinances, trust indentures, official statements, validation proceedings and litigation. The bond counsel may also be referred to as the "bond attorney," the "bond approving attorney" or the "bond approving counsel."

**Bonded Debt** - The portion of an issuer's total indebtedness represented by outstanding bonds:

**Direct Debt or Gross Bonded Debt** - The sum of the total bonded debt and any short-term debt of the issuer. Direct debt may be incurred in the issuer's own name or assumed through the annexation of territory or consolidation with another governmental unit.

**Net Direct Debt or Net Bonded Debt** - Direct debt less sinking fund accumulations and all self-supporting debt.

**See: Debt Ratios.**

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**Bond Election or Bond Referendum** - A process whereby the voters of a governmental unit are given the opportunity to approve or disapprove a proposed issue of municipal securities. An election is most commonly required in connection with general obligation bonds. Requirements for voter approval may be imposed by constitution, statute or local ordinance.

**Bond Proceeds** - The money paid to the issuer by the purchaser or underwriter of a new issue of municipal securities. These moneys are used to finance the project or purpose for which the securities were issued and to pay certain costs of issuance as may be provided in the bond contract.

**Capital Appreciation Bond or CAB** - A long-term municipal security on which the investment return on an initial principal amount is assumed to be reinvested at a stated compounded rate until maturity, at which time the investor receives a single payment (the "maturity value") representing both the initial principal amount and the total investment return. Several different types of capital appreciation bonds are issued, including compound interest bonds and multiplier bonds. Capital appreciation bonds are distinct from traditional zero coupon bonds because the investment return is considered to be in the form of compounded interest, rather than accreted original issue discount; for this reason only the initial principal amount of a capital appreciation bond would be counted against a municipal issuer's statutory debt limit, rather than the total par value, as in the case of a traditional zero coupon bond.

**Costs of Issuance** - The expenses associated with the sale of a new issue of municipal securities, including such items as printing, legal and rating agency fees, and others. In certain cases, the underwriter's spread may be considered one of the costs of issuance.

**Coupon** - (1) A detachable part of a bond which evidences interest due. The coupon specifies the date, place and dollar amount of interest payable, among other matters. Coupons may be redeemed (usually semi-annually) by detaching them from bonds and presenting them to the issuer's paying agent for payment or to a bank for collection.  
(2) The term is also used colloquially to refer to a security's interest rate.

**Coupon Rate** - The annual rate of interest payable on a coupon security expressed as a percentage of the principal amount.

**Debt Limit** - The maximum amount of debt which an issuer of municipal securities is permitted to incur under constitutional, statutory or charter provisions. The debt limit is usually expressed as a percentage of assessed valuation.

**Debt Ratios** - Comparative statistics showing the relationship between the issuer's outstanding debt and such factors as its tax base, income or population. Such ratios are often used in the process of determining credit quality of an issue, primarily on general obligation bonds. Some of the more commonly used ratios are (a) net overall debt to assessed valuation, (b) net overall debt to estimated full valuation, and (c) net overall debt per capita. **See: Bonded Debt.**

**Debt Service** - The amount of money necessary to pay interest on an outstanding debt, the principal of maturing serial bonds and the required contributions to a sinking fund for term bonds. Debt service on bonds may be calculated on a calendar year, fiscal year, or bond fiscal year basis.

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**Debt Service Reserve Fund** - The fund in which moneys are placed which may be used to pay debt service if pledged revenues are insufficient to satisfy the debt service requirements. The debt service reserve fund may be entirely funded with bond proceeds, or it may only be partly funded at the time of issuance and allowed to reach its full funding requirement over time, due to the accumulation of pledged revenues. If the debt service reserve fund is used in whole or part to pay debt service, the issuer usually is required to replenish the funds from the first available funds or revenues. A typical reserve requirement might be the maximum aggregate annual debt service requirement for any year remaining until the bonds reach maturity. The size and investment of the reserve may be subject to arbitrage regulations. Under a typical revenue pledge this fund is the third to be funded out of the revenue fund.

**Debt Service Schedule** - A table listing the periodic payments necessary to meet debt service requirements over the period of time the securities are to be outstanding.

**See: Amortization Schedule.**

**Direct Debt - See: Bonded Debt.**

**Fitch's Investor Services** – An independent service which provides ratings for municipal securities and other financial information to investors.

**General Obligation Bond or G.O. Bond** - A bond which is secured by the full faith and credit of an issuer with taxing power. General obligation bonds issued by local units of government are typically secured by a pledge of the issuer's ad valorem taxing power; general obligation bonds issued by states are generally based upon appropriations made by the state legislature for the purposes specified. Ad valorem taxes necessary to pay debt service on general obligation bonds are often not subject to the constitutional property tax millage limits. Such bonds constitute debts of the issuer and normally require approval by election prior to issuance. In the event of default, the holders of general obligation bonds have the right to compel a tax levy or legislative appropriation, by mandamus or injunction, in order to satisfy the issuer's obligation on the defaulted bonds.

**Interest** - The amount paid by a borrower as compensation for the use of borrowed money. This amount is generally an annual percentage of the principal amount.

**Issuing Bonds** - To "issue" bonds means to sell, deliver, and receive payment for bonds. The State generally issues bonds once a year upon determining the amount of cash necessary to implement projects during that year.

**Issue of Bonds or Issue of Securities** - Bonds or securities sold in one or more series which are authorized under the same resolution or indenture and have the same dated date.

**Issuer** - A state, political subdivision, agency or authority that borrows money through the sale of bonds or notes.

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**Lease Rental Bond** - A bond from an issue which is secured by lease payments made by the party leasing the facilities financed by the issue. Typically, lease rental bonds are used to finance construction of facilities (e.g., schools or office buildings) used by a state or municipality, which leases the facilities from a financing authority. Often the leasing state or municipality is legally obligated to appropriate moneys from its general tax revenues to make lease payments: in some cases, however, lease payments will be made only from revenues associated with the facility financed (e.g., school tuition payments).

**Legal Opinion or Legal or Approving Opinion** - The written conclusions of bond counsel that the issuance of municipal securities and the proceedings taken in connection therewith comply with applicable laws, and that interest on the securities will be exempt from federal income taxation and, where applicable, from state and local taxation. The legal opinion is generally printed on the securities.  
**See: Bond Counsel.**

**Level Debt Service** - A maturity schedule in which the combined annual amount of principal and interest payments remains relatively constant over the life of the issue.

Example:

Level Debt Service Assumptions:

Size of issue: \$10,000,000

Interest rate: 7 percent

Maturity of issue: 5 years

### Debt Schedule

Years	Principal	Interest	Total*
1	\$1,740,000	\$ 700,000	\$ 2,440,000
2	1,860,000	578,200	2,438,200
3	1,990,000	448,000	2,438,000
4	2,130,000	308,700	2,438,700
5	<u>2,280,000</u>	<u>159,600</u>	<u>2,439,600</u>
Total	<u>\$10,000,000</u>	<u>\$2,194,500</u>	<u>\$12,194,500</u>

\* Total of principal and interest remains substantially level throughout life of issue.

**Maturity or Maturity Date** - The date upon which the principal of a municipal security becomes due and payable to the security holder.

**Moral Obligation Bond** - A bond, typically issued by a state agency or authority, which is secured by the revenues from the financed project and, additionally, by a non-binding undertaking that any deficiency in pledged revenues will be reported to the state legislature which may apportion state moneys to make up the shortfall. Legislation authorizing the issuance of moral obligation securities typically grants the state legislature the authority to apportion money to support the debt service payments on any such securities, but does not legally oblige the legislature to do so.

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**Note** - A written, short-term promise of an issuer to repay a specified principal amount on a date certain, together with interest at a stated rate, payable from a defined source of anticipated revenue. Notes usually mature in one year or less, although notes of longer maturities are also issued. The following types of notes are common in the municipal market:

**Bond Anticipation Notes (BANs)** - Notes issued by a governmental unit, usually for capital projects, which are paid from the proceeds of the issuance of long term bonds.

**Tax Anticipation Notes (TANs)** - Notes issued in anticipation of future tax receipts, such as receipts of ad valorem taxes which are due and payable at a set time of the year.

Notes may be issued to finance capital projects or to alleviate cash flow problems of the issuer.  
**Compare: Bond.**

**Per Capita Debt** - The amount of an issuing municipality's debt outstanding divided by the population residing in the municipality. This is often used as an indication of the issuer's credit position since it can be used to compare the proportion of debt borne per resident with that borne by the residents of other municipalities. **See: Debt Ratios.**

**Premium** - A bond that is trading above its par value. A bond will trade at a premium when it offers a coupon rate that is higher than prevailing interest rates. This is because investors want a higher yield, and will pay more for it.

**Principal** - The face amount or par value of a security payable on the maturity date.  
**Compare: Interest.**

**Rating Agencies** - The organizations which provide publicly available ratings of the credit quality of securities issuers. The term is most often used to refer to the nationally recognized agencies, Moody's Investors Service, Inc., Standard & Poor's Corporation, and Fitch Investors.

**Ratings** - Evaluation of the credit quality of notes and bonds usually made by independent rating services. Ratings are intended to measure the probability of the timely repayment of principal of and interest on municipal securities. Ratings are initially made before issuance and are periodically reviewed and may be amended to reflect changes in the issuer's credit position. The information required by the rating agencies varies with each issue, but generally includes information regarding the issuer's demographics, debt burden, economic base, finances and management structure. Many financial institutions also assign their own individual ratings to securities.

**Referendum** - A referendum is a means by which a legislative body requests the electorate to approve or reject proposals such as constitutional amendments, long-term borrowing, and special laws affecting some cities and towns.

The Rhode Island Constitution prohibits the legislature from making an amendment to the Constitution or from entering into a debt for over a one-year period without the consent of the electorate. When the General Assembly wishes to incur debt beyond a one-year period, it authorizes an election at which voters can approve or reject incurring long-term debt.

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Such a legislative request is always phrased as a question. The question is substantially in the following form: "Shall an act, passed at the January, 1990 Session of the General Assembly, entitled...be approved?"

Therefore, a referendum is called a question. Referenda is the plural form of the word.

**Refunding** - A procedure whereby an issuer refinances an outstanding bond issue by issuing new bonds. There are generally two major reasons for refunding: to reduce the issuer's interest costs or to remove a burdensome or restrictive covenant imposed by the terms of the bonds being refinanced. The proceeds of the new bonds are either deposited in escrow to pay the debt service on the outstanding obligations, when due (in which case the financing is known as an "advance refunding"), or used to immediately retire the outstanding obligations. The new obligations are referred to as the "refunding bonds," and the outstanding obligations being refinanced are referred to as the "refunded bonds" or the "prior issue." For accounting purposes, refunded obligations are not considered a part of the issuer's debt because the lien of the holders of the refunded bonds, in the first instance, is on the escrowed funds, not on the originally pledged source of revenues. The refunded bonds, however, will continue to hold a lien on the originally pledged source of revenues unless provisions have been made in the bond contract on the refunded bonds for defeasance of the bonds prior to redemption.

**Revenue Bond** - A bond which is payable from a specific source of revenue and to which the full faith and credit of an issuer with taxing power is not pledged. Revenue bonds are payable from identified sources of revenue, and do not permit the bondholders to compel taxation or legislative appropriation of funds not pledged for payment of debt service. Pledged revenues may be derived from operation of the financed project, grants and excise or other specified not-ad-valorem taxes. Generally, no voter approval is required prior to issuance of such obligations. **Compare: General Obligation Bond.**

**Serial Bonds** - Bonds of an issue in which some bonds mature in successive years without interruption. **Compare: Term Bonds.**

**Tax Anticipation Note - See: Note.**

**Term Bonds** - Bonds comprising a large part or all of a particular issue which come due in a single maturity. The issuer usually agrees to make periodic payments into a sinking fund for mandatory redemption of term bonds before maturity or for payment at maturity. **Compare: Serial Bonds.**

**Unissued Bond Authorization (Unissued Bonds)** - The balance remaining from a legal or statutory authorization, after taking into account the amount of bonds already issued.