

SAM—PROPERTY ACCOUNTING

FINANCIAL STATEMENT REPORTING REQUIREMENTS

8660

(Revised 09/10)

Capital assets will be included in year-end financial statements. Proprietary funds will report capital assets and accumulated depreciation/amortization in the funds themselves. Fiduciary funds will record capital assets (fully reserved) in the funds themselves. Departments which acquire property with resources of governmental funds will prepare a Statement of Changes in Capital Assets Group of Accounts – Report 18 and a Statement of Capital Assets Group of Accounts – Report 19.

1. The Statement of Changes in the Capital Assets Group of Accounts – Report 18 will contain the following for each asset type:
 - a. A listing of asset beginning balances in General Ledger Account Number order (e.g., land, building, computer software etc.);
 - b. A listing of asset additions;
 - c. A listing of asset deductions;
 - d. A listing of asset ending balances.

Refer to SAM Section 7977 Illustration 1 for the required report format.

2. The Statement of Capital Assets Group of Accounts – Report 19 will contain the following:
 - a. A listing of assets, in General Ledger Account Number order (e.g., land, building, computer software etc.), for each asset type;
 - b. A listing of the investment in these capital assets by sources of the governmental funds used to acquire each;
 - c. A footnote that inventories of property were conducted in accordance with SAM Section 8652;
 - d. A footnote that subsidiary capital assets records are in agreement with the general ledger control accounts.

Refer to SAM Section 7978 Illustration for required report format.