ADOA – General Accounting Office

QUICK REFERENCE GUIDE: ASSETS PURCHASED WITH FEDERAL DOLLARS: INFOADVANTAGE REPORT

FIN-AZ-AM-N627

OVERVIEW – ASSETS PURCHASED WITH FEDERAL DOLLARS

The purpose of this QRG is to provide guidance on how to ensure assets purchased with Federal dollars accurately reflect on the InfoAdvantage report FIN-AZ-AM-N627 (Assets Purchased with Federal Dollars). This QRG will also explain the benefits of properly recording the assets purchased with Federal dollars and the use of this report.

The Federal regulations Title 2 Grants and Agreements Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (known as the Uniform Guidance) dictates the general rules for Federal awards. Per section §200.439 Capital expenditures for equipment, buildings, and land are unallowable as direct charges, except with the prior written approval of the Federal awarding agency or pass-through entity. If that written approval has been given and assets are purchased with Federal dollars, those assets must be tracked. The Compliance Supplement, Appendix XI to the 2 CFR 200 section F. Equipment and Real Property Management identifies this compliance area that the Federal government expects auditors to look at during Single Audit for certain grants. Grantees that purchase fixed assets with Federal dollars are encouraged to be familiar with this information.

The InfoAdvantage report FIN-AZ-AM-N627 includes fixed assets purchased with Federal dollars **when the Automated Disbursement (AD) or Electronic Funds Transfer (EFT) is referenced on the corresponding Fixed Asset Acquisition (FA) document**. It is located in the Asset Management folder within Statewide Reports.

The section titled Summary of this report shows two figures: the actual disbursement amount and the historic asset cost for all assets that have a CFDA number associated to them.

CFDA	DISB Doc Amt	FA Registry Amt
11.549 - State and Local Implementation Grant Program	1,723.71	
11.549 - State and Local Implementation Grant Program	7,566.48	
12.401 - National Guard Military Operations and Maintenance (O&M) Projects	1,007,537.88	
17.207 - Employment Service/Wagner-Peyser Funded Activities	104,672.92	
17.207 - Employment Service/Wagner-Peyser Funded Activities	481.92	
17.225 - Unemployment Insurance	272.91	
17.225 - Unemployment Insurance	476.12	
20.205 - Highway Planning and Construction	25,910.78	
81.041 - State Energy Program	208,139.45	15,453.02
81.041 - State Energy Program	942,868.15	
81.042 - Weatherization Assistance for Low-Income Persons	320.56	
93.568 - Low-Income Home Energy Assistance	320.57	
Sum:	**2,300,291.45**	**15,453.02**

The section titled Details contains a report of the additional information from the Disbursement Document & Fixed Asset Registry for all assets that have a CFDA number associated to them.

Report ID: FIN-AZ-AM-N627_Details
Last Refresh: 12/30/20 at 5:33:41 PM GMT-07:00
Department: ADA

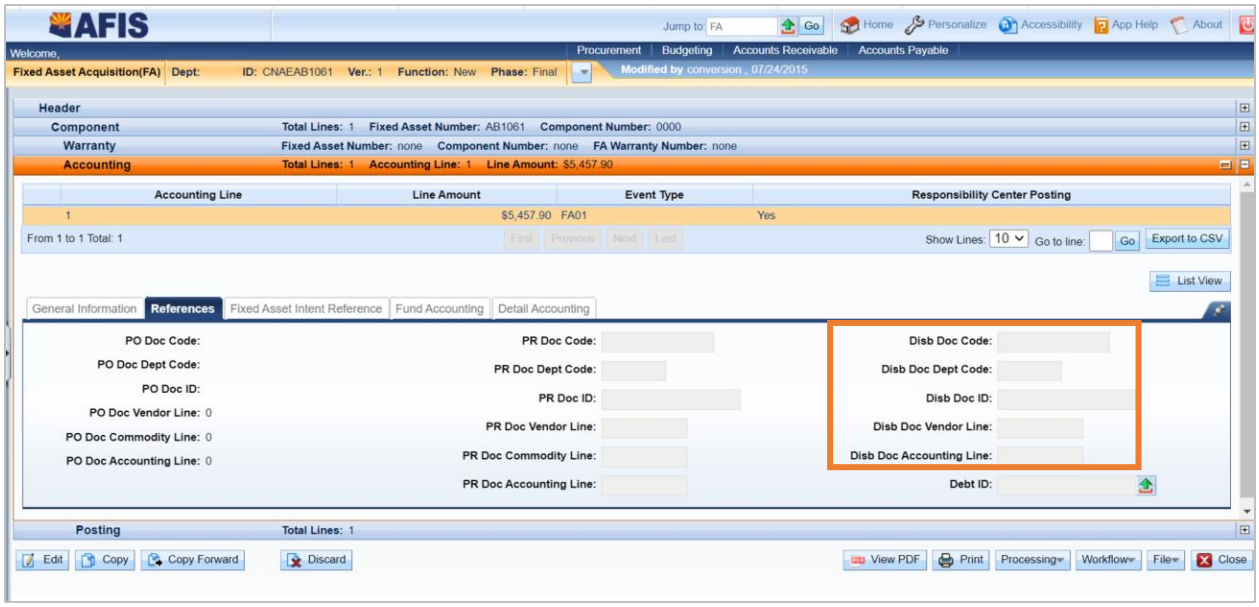
	Disbursement Document Details														Fixed Asset Registry Details						
CFDA	MJPRG	Program	PPC	Phase	Major Program	Program Cate	Grant ID	Function	Label *	Obj Cl	Object	DOC (Code - Dept - ID - AL)	Federal Exp Amt	Fund	FA COMP	Historic Asset Cos	Type	Catalog	Acq	In Svc	Disp
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT1		01	01	ADA15002	ASET3GR300	Supplies	7000	7381	EFT - ADA - 160000062564 - 49	353.13	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT1		01	01	ADA15002	GFR00SLIGP	Memo Asset	8500	8581	EFT - ADA - 180000214039 - 12	3,800.00	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT1		01	01	ADA15002	GFR00SLIGP	Memo Asset	8500	8581	EFT - ADA - 180000214039 - 13	1,200.00	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT1		01	01	ADA15002	GFR00SLIGP	Stewardship Asset	8500	8531	AD - ADA - 170000393452 - 1	1,566.24	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT1		01	01	ADA15002	GFR00SLIGP	Stewardship Asset	8500	8531	AD - ADA - 170000424006 - 2	157.47	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT2		01	01	ADA18001	GFR00SLIGP	Stewardship Asset	8500	8531	EFT - ADA - 190000265359 - 1	135.75	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT2		01	01	ADA18001	GFR00SLIGP	Stewardship Asset	8500	8531	EFT - ADA - 190000265359 - 6	81.71	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT2		01	01	ADA18001	GFR00SLIGP	Stewardship Asset	8500	8531	EFT - ADA - 190000266147 - 1	77.00	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT2		01	01	ADA18001	GFR00SLIGP	Stewardship Asset	8500	8531	EFT - ADA - 190000266147 - 2	1,733.89	AD2001	-	-					
11.549 - State and Local Implementation Grant Program	3GRANTS1	3GRANTS1	3GRT2		01	01	ADA18001	GFR00SLIGP	Stewardship Asset	8500	8531	EFT - ADA - 190000266147 - 3	165.00	AD2001	-	-					

A listing of assets associated with a given grant must be presented when requested by auditors or Federal grantor. This InfoAdvantage report provides this information so that manual off system tracking is not required.

FA Document Reference

As previously mentioned above, failure of referencing AD or EFT information on the corresponding Fixed Asset Acquisition (FA) document will cause information related to assets purchased with Federal Dollars to not be reflected within the FIN-AZ-AM-N627 report.

Refer to the QRG Acquiring a Fixed Asset on the GAO website under Training/Events and Training Resources for instructions on how to create a FA document.

Within the FA document in the Disbursement Document ID reference fields, ensure either the AD or EFT document used to pay for the fixed asset is entered. **This reference must be completed, otherwise the necessary asset information will not be reflected on the report.**

Note: this must be completed when you create the FA document, as these fields cannot be modified after the FA document is finalized.