

AFR REPORTING AND CHART OF ACCOUNTS

AUDITOR FALL CONFERENCE – OCTOBER 2022

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PRESCRIBED SYSTEM OF ACCOUNTING

IC 5-11-1-2 System of accounting and reporting

Sec. 2. The state board of accounts shall formulate, prescribe, and install a system of accounting and reporting in conformity with this chapter for use by an audited entity, which must comply with the following:

- (1) Be uniform for every public office and every public account of the same class and contain written standards that an entity that is subject to audit must observe.
- (2) Exhibit true accounts and detailed statements of funds collected, received, obligated, and expended for or on account of the public for any and every purpose whatever, and by all public officers, employees, or other individuals.
- (3) Show the receipt, use, and disposition of all public property and the income, if any, derived from the property.
- (4) Show all sources of public income and the amounts due and received from each source.
- (5) Show all receipts, vouchers, contracts, obligations, and other documents kept, or that may be required to be kept, to prove the validity of every transaction.



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CHART OF ACCOUNTS

- THREE COMPONENTS
- [HTTPS://WWW.IN.GOV/SBOA/POLITICAL-SUBDIVISIONS/COUNTIES/AUDITOR/](https://www.in.gov/SBOA/POLITICAL-SUBDIVISIONS/COUNTIES/AUDITOR/)
 - FUND AND ACCOUNT TABLES
 - FUND AND ACCOUNT DESCRIPTIONS
 - CHART OF ACCOUNTS INSTRUCTIONS



The logo of the State Board of Accounts is circular, featuring a central figure holding a scale and a sword, surrounded by stars. The text "STATE BOARD OF ACCOUNTS" is written around the top inner edge, and "EST. 1909" is at the bottom.

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FUND TYPES

- GENERAL
- SPECIAL REVENUE
- DEBT SERVICE
- CAPITAL PROJECTS
- PERMANENT
- ENTERPRISE
- INTERNAL SERVICE
- FIDUCIARY
- OTHER

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GENERAL FUND

- USED TO ACCOUNT FOR AND REPORT ALL FINANCIAL RESOURCES NOT ACCOUNTED FOR IN ANOTHER FUND
 - THERE IS ONLY ONE GENERAL FUND
 - MAIN OPERATING FUND OF THE COUNTY
 - DEPARTMENTAL BUDGETS

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SPECIAL REVENUE

- USED TO ACCOUNT FOR AND REPORT THE PROCEEDS OF SPECIFIC REVENUE SOURCES THAT ARE RESTRICTED OR COMMITTED TO EXPENDITURE FOR SPECIFIED PURPOSES OTHER THAN DEBT SERVICE AND CAPITAL PROJECTS
 - MOST COMMON FUND TYPE
 - EXAMPLES: MVH, REASSESSMENT, LIT ECONOMIC DEV.

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DEBT SERVICE

- THESE FUNDS ARE USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES FOR PRINCIPAL AND INTEREST PAYMENTS.
 - SHOULD BE USED IF LEGALLY MANDATED
 - INCLUDES SINKING FUNDS

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CAPITAL PROJECT

- USED TO ACCOUNT FOR AND REPORT FINANCIAL RESOURCES THAT ARE INTENDED FOR CAPITAL OUTLAYS
 - ACQUISITION OR CONSTRUCTION OF ASSETS
 - PROJECTS OFTEN FINANCED BY DEBT
 - CUMULATIVE FUNDS ARE CAPITAL PROJECT FUNDS

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PERMANENT FUNDS

- USED TO ACCOUNT FOR AND REPORT RESOURCES THAT ARE RESTRICTED TO THE EXTENT THAT ONLY EARNINGS, AND NOT PRINCIPAL, MAY BE USED ON COUNTY PURPOSES
 - ENDOWMENT FUNDS
 - PRINCIPAL REMAINS INTACT

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ENTERPRISE FUNDS

- ACCOUNT FOR AND REPORTS ON ACTIVITIES FINANCED BY REVENUES GENERATED BY THE ACTIVITIES THEMSELVES
 - PROGRAMS ARE SELF SUFFICIENT
 - EMS, AIRPORT, CONVENTION CENTER
 - FEES CHARGED SUPPORT THE OPERATION

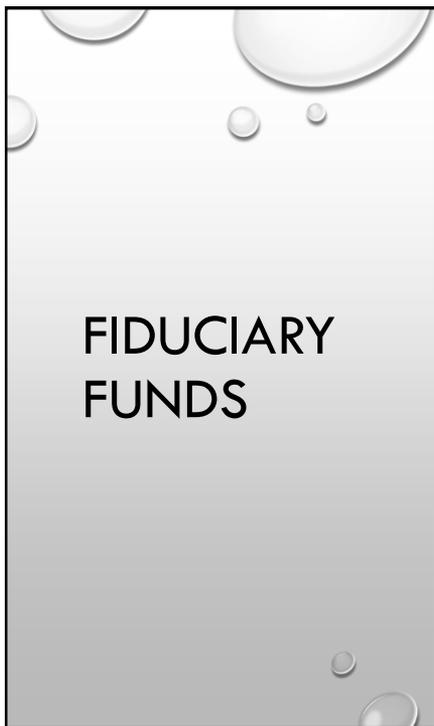
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INTERNAL SERVICE FUNDS

- FUNDS USED TO REPORT ON ANY ACTIVITY THAT PROVIDES GOODS OR SERVICES TO OTHER FUNDS OR DEPARTMENTS
 - SELF INSURANCE FUNDS
 - IT SERVICE FUNDS

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FIDUCIARY FUNDS

- REPORT ASSETS HELD IN A TRUSTEE OR AGENCY CAPACITY FOR OTHERS AND THEREFORE CANNOT BE USED TO SUPPORT COUNTY EXPENSES
 - PENSION FUNDS
 - PRIVATE PURPOSE TRUST FUNDS
 - CUSTODIAL FUNDS

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OTHER FUNDS

- CLEARING ACCOUNTS USED TO ACCUMULATE RESOURCES FROM WITHHOLDING OF EMPLOYEE PAYROLL DEDUCTIONS
 - PAYROLL WITHHOLDING FUNDS
 - REMITTED TO APPROPRIATE ENTITIES WHEN DUE

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LOCAL TYPES

- FUNDS ESTABLISHED BY ORDINANCE SPECIFIC TO THE NEEDS OF THE COUNTY
 - WILL NEED TO SELECT FUND TYPE ON AFR

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