

Receipt and Disbursement Classifications



2021 Spring Auditors Conference

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Chart of Accounts

- Implemented in 2012 to standardize the record keeping and reporting of counties.

- Consists of 3 documents
 - Chart of Accounts Instructions
 - Fund and Account Tables
 - Fund and Account Descriptions

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Where to find the Chart of Accounts

- <https://www.in.gov/sboa/political-subdivisions/counties/auditor/>

Standard Chart of Accounts For Indiana Counties

This standard chart of accounts was developed to try to meet the needs of all county users, the State Board of Accounts, other state agencies, and the citizens of Indiana. All counties were required to implement the new chart of accounts by January 1, 2012. The full chart of accounts contains a funds table, table of receipt accounts and table of disbursement accounts as a start to standardizing the record keeping and reporting of counties. These tables consist of multiple data elements for each fund, receipt account and disbursement account. All data elements must be associated with the applicable transaction or balance, even though they are not all contained in a single fund or account number.

- [Chart of Accounts Instructions](#)
- [Fund and Account Tables 09/01/20](#)
- [Fund and Account Descriptions 09/01/20](#)

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Funds that no longer exist

- The following funds will be removed from Gateway this year:
 - 1115 Child Advocacy
 - 1153 Emergency Telephone System
 - 1187 Reassessment – 2009
 - 1188 Reassessment – 2015
 - 6104 Homestead Credit Rebate

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Receipt Accounts – Major Classifications

- Detailed Revenue accounts within each fund are required per the prescribed uniform accounting system.
- Allows readers of the financial statements to know what revenues are associated with what funds.
- Promotes Transparency.

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Receipt Accounts – Major Classifications

➤ Taxes –

Amounts received from one or more of the following: property tax, certified shares (local option tax), property tax replacement credit (local option tax), county option income tax, wheel tax, innkeeper's tax, food and beverage tax, county economic development income tax, boat and trailer excise tax, county adjusted gross income tax, and other taxes that are set by the County.

➤ Licenses and Permits –

Amounts received from businesses, occupations, or nonbusinesses that must be licensed before doing business within the government's jurisdiction or permits levied according to the benefits presumably conferred by the permit. Examples of licenses and permits include the following: peddler licenses, animal licenses, auctioneer licenses, building and planning permits, demolition permits, electrical permits, sign permits, and gun permits.

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Receipt Accounts – Major Classifications

➤ Intergovernmental receipts -

Amounts received from other governments in the form of operating grants, entitlements, or payments in lieu of taxes. Examples of intergovernmental receipts include, but are not limited to, the following: federal grants, state grants, cigarette tax distributions received from the state, motor vehicle highway distributions received from the state, local road and street distributions received from the state, financial institution tax received from the state, auto excise surtax received from the state, commercial vehicle excise tax received from the state, major moves distributions received from the state, and riverboat receipts received from the County.

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Receipt Accounts – Major Classifications

➤ *Charges for services –*

Amounts received for services including, but not limited to, the following: planning commission charges, building department charges, copies of public records, copy machines charges, accident report copies, gun permit applications, 911 telephone services, recycling fees, dog pound fees, emergency medical service fees, park rental fees, swimming pool receipts, cable TV receipts, ordinance violations, fines and fees, bond forfeitures, court costs, and court receipts.

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Receipt Accounts – Major Classifications

➤ *Fines and forfeitures* -

Amounts received from fines and penalties imposed for the commission of statutory offenses, violation of lawful administrative rules and regulations (fines), and for the neglect of official duty and monies derived from confiscating deposits held as performance guarantees (forfeitures).

➤ *Other receipts* -

Amounts received from various sources, including, but not limited to, the following: net proceeds from borrowings; interfund loan activity; transfers authorized by statute, ordinance, resolution, or court order; internal service receipts; and fiduciary receipts.

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Disbursement Accounts – Major Classifications

- Detailed Disbursement accounts within each fund are required per the prescribed uniform accounting system.
- Allows readers of the financial statements to know what the county is spending money on.
- Promotes Transparency.

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Disbursement Accounts – Major Classifications

➤ *Personal services -*

Amounts disbursed for salaries, wages, and related employee benefits provided for all persons employed. In those units where sick leave, vacation leave, overtime compensation, and other such benefits are appropriated separately, such payments would also be included.

➤ *Supplies -*

Amounts disbursed for articles and commodities that are entirely consumed and materially altered when used and/or show rapid depreciation after use for a short period of time. Examples of supplies include, but are not limited to, the following: office supplies, operating supplies, and repair and maintenance supplies.

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Disbursement Accounts – Major Classifications

➤ *Other services and charges -*

Amounts disbursed for services including, but not limited to, the following: professional services, communication and transportation, printing and advertising, insurance, utility services, repairs and maintenance, and rental charges.

➤ *Debt service - principal and interest -*

Amounts disbursed for fixed obligations resulting from financial transactions previously entered into by the County. It includes all expenditures for the reduction of the principal and interest of the County's general obligation indebtedness.

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Disbursement Accounts – Major Classifications

➤ *Capital outlay -*

Amounts disbursed for land, infrastructure, buildings, improvements, and machinery and equipment having an appreciable and calculable period of usefulness.

➤ *Other disbursements -*

Amounts disbursed for various other purposes including, but not limited to, the following: interfund loan payments; loans made to other funds; internal service disbursements; and transfers out that are authorized by statute, ordinance, resolution, or court order.

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Questions????



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