

## **Instructions for Completing the Compliance Calculation Worksheet**

### **Section I: Operating Fund Balance** (enter debit balances as negative numbers)

- Line 1:** Enter the fiscal year-end Current Fund Balance (Banner Form: FGITBAL). Enter the fiscal year code, fiscal period code = '14', and the fund number in the appropriate fields of the form. The fund balance will appear at the bottom of the screen.
- Line 2:** Enter the value of storeroom inventory reserve (Banner form FGITBAL). Enter the appropriate fiscal year code, fiscal period code = '14', and fund number. Enter the year-end balance for account code D0101 on line 2.
- Line 3: Automatically Calculated.**

### **Section II: Fixed Asset Balance**

- Line 4:** Enter the value of fixed assets. (Banner form FGITBAL). Enter the fiscal year code, fiscal period code = '14', and fund number. Enter the year-end balance for account codes A8011 to A8015 on line 4.
- Line 5:** Enter the value of accumulated depreciation for all equipment, vehicles, and vessels (Banner form FGITBAL). Enter the fiscal year code, fiscal period code = '14', and fund number. Enter the year-end balance for account code series A85xx on line 5.
- Line 6: Automatically Calculated**

### **Section III: Reserve Balance (Skip this Section if no Reserve fund exists)**

- Line 7:** Enter the value of the Equipment Reserve Fund Balance, if any. (Banner form FGITBAL). ). Enter the fiscal year code, fiscal period code = '14', and fund number. Enter the year-end balance for your Equipment Fund Balance (837XXX).
- Line 8:** Less: Accumulated Depreciation (enter amount from line 5).
- Line 9: Automatically Calculated.**
- Line 10:** Enter the amount from line 9, if positive.
- Line 11: Automatically Calculated.**

**Section IV: Working Capital Limit Calculation** (enter debit balances as positive numbers)

**Lines 12-14:** Complete the schedule below and transfer the totals to the appropriate line on the worksheet. This data can be obtained from Banner form FGITBAL. Enter the fiscal year code, fiscal period code = '14', and fund number. Sum each fiscal year and enter the totals on lines 12, 13 and 14.

<b>Expense Acct Code</b>	<b>FY 04</b>	<b>FY 03</b>	<b>FY 02</b>	<b>Source</b>
<b>C1010</b>				FGITBAL
<b>C2010</b>				FGITBAL
<b>805XX</b>				FWIBUDG

<b>Total</b>			
	Enter on Line12	Enter on Line 13	Enter on Line 14

**Line 12:** Input Information from Chart above for FY04.

**Line 13:** Input Information from Chart above for FY03.

**Line 14:** Input Information from Chart above for FY02.

**Line 15: Automatically Calculated.**

**Line 16:** Divide line 15 by 3.

**Line 18: Automatically Calculated.**

**Section V: Compliance Analysis**

Follow instructions on Back of Sheet for Compliance Analysis.