



**University Controller's Office
Capital Asset Account Code Matrix**

Asset Category	Description	Thresholds	Account Code	Category Code	Restricted	Additional steps	Resources
Capitalized University Assets							
Budgeting ONLY	Budget category for all asset purchases for use on a USCSP project.	\$5,000 and above	56000	n/a	No	Refer to SAM Office to set up initial budgets on USCSP projects.	SAM office
Vehicle	Purchase of a University owned vehicle (auto, truck, boat, golf cart, plane, etc.)	\$5,000 and above	56202	Various - See Listing	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Instructions for Asset Management after purchase are on the Capital Asset Website	Capital Assets Website
Technology & Equipment	Purchase of University owned Equipment	\$5,000 and above	56203	Various - See Listing	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Instructions for Asset Management after purchase are on the Capital Asset Website	Capital Assets Website
Firearm	Purchase of University owned firearms	None	56204	68052A	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Instructions for Asset Management after purchase are on the Capital Asset Website	Capital Assets Website
Furniture & Fixture	Purchase of University owned Furniture & Fixtures	\$5,000 and above	56205	Various - See Listing	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Instructions for Asset Management after purchase are on the Capital Asset Website	Capital Assets Website
Software	Purchase of University owned Software	\$100,000 and above	56208	20800A	No	PO must be set up prior to purchase of an asset.	Purchasing Process
		Below \$100,000 (Non-asset purchase)	53031	208000 / 209001	No	n/a	n/a
Work of Art	Purchase of University owned works of art	None	56210	Various - See Listing	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Instructions for Asset Management after purchase are on the Capital Asset Website	Capital Assets Website
Trademark	A symbol, word, or words legally registered or established by use as representing a company or product.	\$100,000 and above	56212	96345A	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Instructions for Asset Management after purchase are on the Capital Asset Website	Capital Assets Website
Equipment Builds							
Equipment Builds	Equipment Builds refer to (1) Research and development of new technology and equipment that does not currently exist in the market, or (2) Construction of an asset as a cost saving measure. These are usually part of a sponsored award. Note: Basic assembly of parts all purchased separately from one vendor would not qualify and should utilize account 56203.	Resulting completed equipment costing \$5,000 and above	56213	49001A	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Must notify your Grant Administrator or Post Award Accountant (GFM) and complete Equipment Build Form for Asset Management Team	Equipment Build Form
			53026	n/a	No	For use on Purchasing card purchases ONLY of supplies below \$5,000 that will be permanently affixed to completed equipment	P-Card Policies & Procedures
						Must notify your Grant Administrator or Post Award Accountant (GFM) and complete Equipment Build Form for Asset Management Team	Equipment Build Form
Leases - GASB 87							
Binding Lease - State Owned	Lease of State owned property that does not qualify under GASB 87	Less than \$100,000 over life of lease -OR- lease for 12 months or less	54031	n/a	Yes - Asset Management Team Only	The Office of Facilities, Planning Design and Construction (FPDC) is responsible for securing all leased property for the University system.	Policy: FCMN 1.03
Binding Lease - Non-State Owned	Lease of non-State owned property that does not qualify under GASB 87	Less than \$100,000 over life of lease -OR- lease for 12 months or less	54034	n/a	Yes - Asset Management Team Only	The Office of Facilities, Planning Design and Construction (FPDC) is responsible for securing all leased property for the University system.	Policy: FCMN 1.03

Property Lease Common Area Maintenance	Common Area Maintenance (CAM) would be listed in a lease agreement as a contractual obligation separate from the rent.	None	54041	n/a	Yes - Asset Management Team Only	The Office of Facilities, Planning Design and Construction (FPDC) is responsible for securing all leased property for the University system.	Policy: FCMN 1.03
Right to Use Equipment	Leased Equipment owned by an external entity (GASB 87)	\$5,000 or greater -AND- for more than 12 months	56215	n/a	Yes - Asset Management Team Only	Contracts should follow policy BTRU 1.04. Fully executed contracts can be submitted to lease@sc.edu	BTRU 1.04
						Instructions for Lease Updates are on the Capital Asset Website	Capital Assets Website
Right to Use Building & Improvements	Leased buildings or space owned by an external entity (GASB 87)	\$100,000 or greater -AND- for more than 12 months	56220	n/a	Yes - Asset Management Team Only	The Office of Facilities, Planning Design and Construction (FPDC) is responsible for securing all leased property for the University system.	Policy: FCMN 1.03
						Instructions for Lease Updates are on the Capital Asset Website	Capital Assets Website
Right to Use Land and Improvements	Lease of land or parking owned by external entity (GASB 87)	\$100,000 or greater -AND- for more than 12 months	56230	n/a	Yes - Asset Management Team Only	The Office of Facilities, Planning Design and Construction (FPDC) is responsible for securing all leased property for the University system.	Policy: FCMN 1.03
						Instructions for Lease Updates are on the Capital Asset Website	Capital Assets Website
Lease Long-Term Income	Revenue received from a lease-out to an external party (GASB 87)	\$100,000 or greater -AND- for more than 12 months	45172	n/a	No	The Office of Facilities Planning Design and Construction (FPDC) is responsible for administering all lease-out of university-owned real property to non-university lessees, on behalf of the University of South Carolina (Lessor).	FCMN 1.05
Leases - GASB 96							
Subscription Based IT Arrangement (SBITA)	Software licenses or other arrangement that allows access to a 3rd party's software for a set amount of time based on a contracted subscription (IaaS and PaaS also fall under this umbrella) (GASB 96)	\$100,000 or greater -AND- for more than 12 months	56209	92005A	No	PO must be set up prior to purchase of an asset.	Purchasing Process
						Additional information regarding GASB 96 is available on the Capital Assets Website	Capital Assets Website
						Submit GASB 96 Form to Asset Management Team	GASB 96 Information Request Form
Software as a Service (SaaS)	Software licenses or other arrangement that allows access to a 3rd party's software for a set amount of time based on a contracted subscription (IaaS and PaaS also fall under this umbrella) that does not fall	Less than \$100,000 over life of lease -OR- lease for 12 months or less	52093	920030	No	Normal payment processing via Purchase Order, Purchasing Card, or Payment Request	n/a
Construction Project Expenses - USCCP ONLY							
Land Purchase	Expenses related to USCCP projects and ONLY related to USCCP projects. Expenses must flow through Facilities and the appropriate Project Manager. Expenses generally flow through Assetworks to PeopleSoft.	None	57010	578630	Yes - Required for all USCCP expenses and limited for USCCP use ONLY	The Planning, Design and Construction team creates new projects within the state procurement system, guides projects through approvals, works closely with private architectural and engineering firms, documents space management and other property matters.	Facilities: Planning, Design and Construction
Architectural Services			57031	907001			
Engineering Services			57032	925330			
Surveying Services			57033	925861			
Testing Services			57034	907830			
General Services			57035	914001			
Fixed Equipment			57041	545000			
Moveable Equipment			57042	545002			
Basic Supplies			57043	150100			
Site Development			57100	909760			
Building Construction			57110	909000			
Renovations - Building Interior			57120	910001			
Renovations - Utilities			57130	910002			
Roofing - Repairs and Renovation			57140	910661			
Renovations - Building Exterior			57150	910000			
Other Permanent Improvements			57160	910003			
Landscaping			57170	988521			
Builder's Risk Insurance	57220	953770					