

North Carolina Department of Transportation

**UNIFORM PUBLIC TRANSPORTATION
ACCOUNTING SYSTEM**

U P T A S



prepared by:

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All Previous Editions Obsolete

SUMMARY OF CHANGES

I. CHANGE REVENUE SOURCE CODES:

- R269 OTHER FEDERAL GRANTS (SPECIFY)
- R362 STATE MAINTENANCE ASSISTANCE PROGRAM
- R364 STATE OPERATING ASSISTANCE (RGP)
- R365 RESERVED
- R368 RESERVED
- R369 OTHER STATE ASSISTANCE (SPECIFY)
- R371 LOCAL GVMT CASH MATCH - ADMINISTRATION
- R372 LOCAL GVMT CASH MATCH - OPERATING (SMAP)
- R373 LOCAL GVMT CASH MATCH - CAPITAL
- R374 LOCAL GVMT CASH MATCH - OPERATING (RGP)
- R375 RESERVED
- R376 LOCAL GVMT CASH MATCH - TECHNOLOGY
- R377 LOCAL GVMT CASH MATCH - FACILITY
- R378 RESERVED
- R379 LOCAL GVMT CASH MATCH - OTHER (SPECIFY)
- R381 OTHER LOCAL CASH MATCH - ADMINISTRATION
- R382 OTHER LOCAL CASH MATCH - OPERATING
- R383 OTHER LOCAL CASH MATCH - CAPITAL
- R384 OTHER LOCAL CASH MATCH - CHARTER PROFITS
- R385 OTHER LOCAL CASH MATCH - ADVERTISING PROFITS
- R386 OTHER LOCAL CASH MATCH - TECHNOLOGY
- R387 OTHER LOCAL CASH MATCH - FACILITY
- R388 RESERVED

- R389 OTHER LOCAL CASH MATCH - OTHER (SPECIFY)
- F511 GENERAL PUBLIC FARES
- F525 PARATRANSIT FARES
- R841 DONATED / CONTRIBUTED LABOR/SERVICES - (See corresponding Expenditure Code 361)
- R842 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT - (See corresponding Expenditure Code 271)
- R843 DONATED / CONTRIBUTED SPACE - (See corresponding Expenditure Code 471)
- R861 RENT INCOME

II. ADD OBJECT OF EXPENDITURE CODES:

- G271 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT – Local accounting use, not eligible for reimbursement. Refer to grant program guidance for eligibility and documentation requirements for use as in-kind match. (See corresponding Revenue Source Code 842).
- G361 DONATED / CONTRIBUTED LABOR/SERVICES - Local accounting use only, not eligible for reimbursement. Refer to grant program guidance for eligibility and documentation requirements for use as in-kind match. (See corresponding Revenue Source Code 841).
- G471 DONATED / CONTRIBUTED SPACE - Local accounting use only, not eligible for reimbursement. Refer to grant program guidance for eligibility and documentation requirements for use as in-kind match. (See corresponding Revenue Source Code 843).
- G499 OTHER FIXED CHARGES/CURRENT EXPENSES - (Specify) Cost of any other fixed charges or current expenses of the transit system, not properly chargeable to another object of expenditure.
- G514 MICRO PORTABLE PROJECTOR / LAPTOP – Includes the combined cost of laptop (portable) computer **and** portable overhead audio/video projector (“light box” for use with laptop). May also include Microsoft Office software for laptop, accessories such as cable connectors, adapters, carrying cases, etc., when included with initial purchase. (Use 513 for purchase of audio/video overhead projector without laptop.)
- G581 CONSTRUCTION / PROJECT MANAGEMENT SERVICES - A firm, team, or an individual acts as an extension of staff to the Owner and manages the entire project with pre-planning, design, construction, engineering and management expertise that can assure the best possible project outcome. This is not the same as a general contractor.
- G597 CONTINGENCY (RESERVED FOR CONSTRUCTION PROJECTS)
- G598 28-FT LIGHT TRANSIT VEHICLE W/LIFT (SPECIFY REP/EXP) - Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; max. capacity - 22 passengers, depending on floor plan.

III. CHANGE OBJECT OF EXPENDITURE CODES:

- G191 ACCOUNTING - Accounting services and audit fees. To be eligible to use federal funds for A-133 audit, federal funds received, used, or expended must be \$500,000 or more. A-133 audits that are completed, but not required, are not eligible for reimbursement. When federal funds received, used, or expended are less than \$500,000 and an A-133 audit is not required, federal funds may be used for annual financial, yellow-book, or other audit, as required.

- G311 TRAVEL - Reimbursement to employees for mileage in personal vehicle for business use and travel costs for transportation (other than 314) by employees who are in travel status on official business incident to the project. Includes reimbursement to employees for mileage, toll charges, parking fees, and commercial carrier fares. (Amount reimbursed must be based on grantee's approved travel policy.)
- G314 TRAVEL – MOTOR-POOL OR LEASED VEHICLE - Contract cost and/or operating cost of rental vehicle used in travel away from assigned duty station. Including but not limited to vehicle rental, gasoline, motor oil, toll charges and parking fees. If **Motor-Pool vehicle**, or transit system administrative (non-revenue) vehicle is used, reimbursement will be based on **mileage at Motor-Pool rate** in accordance with grantee's travel policy. Grantees may also use the current State Motor-Pool rate. (Does not include vehicles used in the provision of contracted transportation services.)
- G325 POSTAGE - Includes stamps and express mail. If postal meter is used, use object code 432 for costs associated with postal meter.
- G341 PRINTING & REPRODUCTION - Cost of printing/reproduction jobs done from original documents furnished by Grantee. **For Printing/Repro costs associated with in-house marketing, use object code 371.**
- G349 OTHER PRINTING & BINDING - **For Printing/Repro costs associated with in-house marketing, use object code 371.**
- G371 MARKETING - PAID ADVERTISEMENTS - Cost of paid advertisements (newspaper ads, radio and TV spots, etc.) and/or the services of a professional marketing firm. **May also include cost of printing/reproduction associated with in-house marketing.**
- G392 LAUNDRY AND DRY CLEANING – Cost of cleaning uniforms and other clothing owned by project.
- G395 TRAINING - EMPLOYEE EDUCATION EXPENSE - Cost of schools or other safety and/or transportation-related training for grantee's employees or volunteers. Eligible employee training expenses include: registration fees, tuition, books and materials for approved courses; travel, lodging and meals related to approved training activities; fees for purchase or rental of Video or CD-ROM training or fees for participation in Internet or world wide web based training courses (excluding basic Internet service provider fees); and instructor fees and materials cost for approved courses. **Use object codes 31X for annual public transportation conference attendance and other non-training, administrative travel.**
- G432 LEASE OF POSTAL METER - Includes cost to lease a postal meter. If a postal meter is used, do not budget postage (associated with postal meter) in line item 325.
- G452 INSURANCE - VEHICLES - Cost of vehicle insurance will be an eligible administrative cost, **effective FY2007.**

- G513 AUDIO VISUAL EQUIPMENT - Includes the costs of overhead projector, TV, VCR, and audio/video projector ("light box" for use with PC), to be used for training purposes. (Use 514 for purchase of audio/video overhead projector with laptop.)
- G521 PERSONAL COMPUTER SYSTEM - Cost of desktop computer (CPU), monitor, keyboard, mouse, Microsoft Office software, and technical support contract expenses. Does not include cost of laptop (portable) computer.
- G522 PRINTER - Cost of network and/or non-network printers for use by the transit system.
- G523 COMPUTER SOFTWARE - Cost of computer software for operating system and computer-based applications. **Cost of scheduling software is limited to Technology Department only.**
- G525 NETWORK SERVER - For use with network applications/programs.
- G526 MOBILE DATA DEVICES - See Technology Plan for description. (Technology Department only)
- G527 AUTOMATIC VEHICLE LOCATION - See Technology Plan for description. (Technology Department only)
- G528 DATA COMMUNICATION DEVICE - See Technology Plan for description. (Technology Department only)
- G534 FEASIBILITY / ENVIRONMENTAL STUDY - Costs associated with securing a consultant to research potential land acquisition to determine appropriateness of site/project, analyze current/future needs, and compare options; and/or determine if there may be any environmental factors to be considered.
- G556 TELEPHONE EQUIPMENT - Individual telephone instruments (does not include new or replacement telephone **systems** – see 524); may include cellular (digital) phone (includes charger, battery, adapter, and/or other accessories).
- G573 ALLOWABLE ALTERNATE VEHICLE (SPECIFY REP/EXP) - Lift-equipped transit vehicle for transportation of children; includes one wheelchair station.
- G577 OTHER TRANSIT VEHICLE (SPECIFY REP/EXP) - Other transit-type vehicles not otherwise identified in UPTAS. Specify type and if equipped with lift.
- G583 BUS STOP SHELTERS/BENCHES - Enclosure and seating provided to passengers at bus stop. **Must meet ADA requirements. Requires plan approval by city or county regarding location.**

**NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM**

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Chapter I. Chart of Accounts

General Introduction

Adaptation to Organizational Structure

Use in Budgeting

Purpose and Procedures

Fund Structure

Basic Accounts

Revenue Source Codes

Expenditure Object Codes

Discussion

Examples:

Asset Account

Liability Account

Revenue Account

Expenditure Account

Options

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Chart of Accounts

General Introduction:

The North Carolina Department of Transportation (NCDOT) has modified the Local Government Finance Commission (LGFC) standard chart of accounts to accommodate the need for transportation-specific budgeting and reporting requirements.

Based upon discussions with LGFC, it was determined that the chart of accounts to be developed would be used by local government transportation providers under the Enterprise Fund and, therefore, consideration was given only to transportation-related categories in the LGFC chart of accounts. Neither general purpose government nor human service agency organizational expenditure account codes are included.

The purpose of the attached chart of accounts is to provide a uniform structure to the accounting system used by various rural and small urban public transportation providers in North Carolina. In the design of the Uniform Public Transportation Accounting System (UPTAS), it was necessary to provide for a high degree of flexibility in view of the different entities providing public transportation services.

UPTAS should be considered as a base to be either expanded or contracted to fit the specific needs of the user.

This classification system is designed for budgeting, accounting, invoicing and reporting purposes. A classification system is the framework around which any accounting system is developed. The test of the adequacy of a classified system must be -- "Does it provide the information needed for administrative and reporting purposes?" The classification system should furnish the required information in the quickest, clearest, and most economical manner. This standard classification system is devised to reflect financial data in a number of different ways, but it should not be expected to supply every kind of desired information. For some data it may be necessary to regroup certain of the accounts or to separate accounts into further detail.

Adaptation to Organizational Structure:

Before adopting this classification, it should be studied to determine adjustments necessary to make it suitable to the requirements of a particular transportation project. The standard classifications cover those accounts commonly found in accounting systems of local governments, as well as some which are not commonly found. Small projects may not need all of the accounts provided; naturally, only those accounts needed should be used.

In adapting this classification system to an individual transportation project, the balance sheet accounts, as well as the revenue and expenditure accounts which are used, should be kept in the same order as they appear in the standard classification system. An account should be set up for each separate activity performed by each project.

Adjustments should be made only when necessary and desirable because the value derived from a standard classification of expenditures depends greatly upon detailed accounts. A large transportation project may find it desirable to show functions or activities in greater detail than is suggested here.

Use in Budgeting:

The budget must contain both a revenue and an expenditure program. The classification of revenue and expenditures presented herein will enable administrative officials to fix a definite goal, establish a means of control, and secure coordination of activities. Moreover, a chief aim in comparable governmental financial statistics is to report actual operations as compared with budget estimates. By using the same classification in the budget, in the accounts, and in the reports, it is easier to reflect the extent to which budgetary operations are balanced or show an excess of revenues over expenditures or an excess of expenditures over revenues.

Revenues should be shown by sources. Accurate revenue estimates are dependent upon a source classification because factors which determine the amount of revenues do not affect each source uniformly. Thus the revenue side of the budget is more likely to be realized if estimates are segregated by sources and are controlled accordingly.

Expenditures should be shown in the budget by the classification from which they are paid, by the activities for which the expenditures are made and by the objects of expenditure. The classification of spending provides classes for budget estimates and furnishes control accounts by which projects can be held accountable for money expended. The activity classification makes the budget more intelligible by showing the purpose of each expenditure. The object classification provides greater detail for judging and controlling estimates.

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Purpose:

The transportation chart of accounts is arranged to provide a uniform and orderly governmental fund accounting system for transportation projects. It is specifically structured to facilitate the determination by local governing bodies of revenues earned versus expenses incurred, and to comply with Local Government Commission procedures.

The accounting system is designed to protect the assets, assist in the prompt collection of amounts, permit the payment of debts in a prompt manner, facilitate grants accounting, and assist the governing body and officers to manage the project. A secondary consideration is the requirement for separation of information and for the inclusion of information which an independent auditor will need for the required annual audit report.

The Uniform Public Transportation Accounting System (UPTAS) is a complete governmental fund accounting system encompassing assets, liabilities and equity, revenues and expenditures.

G.S. 159-7 defines a fund as "a fiscal and accounting entity with a self-balancing set of accounts recording cash and other resources, together with all related liabilities and residual equities or balances, and changes therein for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations." Thus the "fund" is the basic operating and accounting entity of each public authority and unit of government, as such, it is very strictly regulated by law and by "generally accepted accounting principles."

Procedures:

Nine digit account codes have been assigned in all cases. The first two digits are the fund codes and remain the same for assets, liabilities, revenues and expenditures.

Categorized, these numbers are:

Fund Structure

10 –19	General Fund
20 - 29	Special Revenue Funds
30 - 39	Debt Service Funds
40 - 49	Capital Project Funds
50 - 59	Special Assessment Funds
60 - 69	Enterprise Funds
65	Mass Transit
70 – 79	Trust and Agency Funds
80 – 89	Internal Service Funds
90 – 99	Account Groups

The third, fourth, fifth, and sixth digits are basic accounts for assets, liabilities, and revenues and they designate departments or activities in the expenditure section of the chart. They are numbered as follows:

Basic Accounts

1000 - 1999	Assets
2000 - 2999	Liability and Equity
3000 - 3999	Revenues
4000 - 9999	Expenditures

The last three digits are sub-account codes for the assets, liabilities, and equity sections of the chart. In the revenue section of the chart, they indicate source codes. In the expenditures section, they indicate objects of expenditure.

Revenue source codes and expenditure object codes may be used as sub-account codes to record assets, liabilities and equity.

Revenue source codes and expenditure object codes are summarized below:

Revenue source codes:

G100	Taxes
G200	Intergovernmental revenues - federal
G300	Intergovernmental revenues - non-federal
G400	Service charges
G500	Enterprise charges
G800	Miscellaneous income
G900	Non-revenue receipts

Expenditure object codes:

G100	Personal services
G200	Supplies and materials
G300	Current obligations and services
G400	Fixed charges and other expenses
G500	Capital outlay
G600	Contracts, grants and other subsidies
G700	Debt service
G800	Transfers and refunds
G900	Contingencies

Discussion:

As in the case of funds, the number of separate revenue codes, departmental expenditure codes, revenue source codes, and object of expenditure codes should be kept to the minimum needed to allow good management of the project's fiscal affairs. The chart of accounts established for the project should follow the organization and objectives of the local transportation project.

The balance sheet accounts which are maintained in the general ledger will vary considerably from project to project. A project with a sophisticated, accurate system of subsidiary ledgers will need fewer general ledger accounts than otherwise. The complexity of operation and the interrelationship of the project to local government will also affect the number of accounts which should be used.

The departmental expenditure codes should be established for the fewest departments consistent with the organization and objectives of the project. Each such department should benefit the Executive and Governing Body of the project in terms of either ease of management, information needed to establish a fare structure, local match contribution, or to make other decisions which they may be called upon to make.

Object of Expenditure Codes should be assigned to a department only where the additional information is of value in managing the project or department.

Revenue codes are designed to differentiate all the larger sources of revenue to the project. The revenue source codes are classified into eight areas. Revenue source codes should be established for each revenue received.

Account numbers for assets, liabilities, revenues and expenditures are structured as follows:

	<u>XX</u>	<u>XXXX</u>	<u>XXX</u>
Fund			
Basic Account			
Sub-account Code of Assets, Liabilities and Equity			
Source Code for Revenues			
Object Code for Expenditure			

Typical examples are:

<u>Asset Account:</u>	<u>65</u>	<u>1510</u>	<u>452</u>
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Mass Transit (Enterprise) Fund
Prepaid Expenses - Enterprise
Prepaid Vehicle Insurance

<u>Liability Account:</u>	<u>65</u>	<u>2300</u>	<u>000</u>
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Mass Transit (Enterprise) Fund
Accrued Expenses Payable

<u>Revenue Account:</u>	<u>65</u>	<u>3452</u>	<u>511</u>
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Mass Transit (Enterprise) Fund
Mass Transit Revenues
Passenger Fares

<u>Expenditure Account:</u>	<u>65</u>	<u>4521</u>	<u>321</u>
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Mass Transit (Enterprise) Fund
Mass Transit Expenditures - Administrative
Telephone Service

<u>Expenditure Account:</u>	<u>65</u>	<u>4522</u>	<u>251</u>
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Mass Transit (Enterprise) Fund
Mass Transit Expenditures - Operating
Motor Fuels and Lubricants

<u>Expenditure Account:</u>	<u>65</u>	<u>4524</u>	<u>546</u>
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Mass Transit (Enterprise) Fund
Mass Transit Expenditures - Capital-Standard
Standard Van/14 passenger seating

Options

For those projects using Planning Programming and Budgeting Systems or other similar project control techniques the same nine-digit chart of accounts format would still be applicable. However, additional coding would then be added to the right-hand side of the appropriate nine-digit account numbers. This additional coding would include one or two digits for program and sub-programs and would be structured locally to suit the specific requirements of the Planning Programming and Budgeting Systems controls employed.

Chapter II. Summary Listing of Codes

Asset Codes
Liability and Equity Codes
Revenue Codes
Expenditure Codes

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Summary Listing - Asset Codes

1000 ASSETS

- 1100 Cash and cash equivalent
- 1200 Accounts receivable
- 1300 Interfund receivables (Due from)
- 1400 Inventories
- 1500 Prepaid expenses
- 1600 Other assets
- 1700 Fixed assets
- 1800 Accumulated depreciation
- 1900 Special governmental accounts

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Summary Listing - Liability and Equity Codes

2000 LIABILITIES AND EQUITY

2100	Accounts payable
2200	Bonds payable
2300	Accrued expenses payable
2400	Interfund payable (Due to)
2600	Deferred revenues
2700	Long-term payables
2800	Equity other than fund balance
2900	Fund balance/retained earnings

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Summary Listing - Revenue Codes

3000 REVENUES

- 3100 Taxes - ad valorem
- 3200 Taxes - other
- 3300 Governmental shared revenues
- 3400 Departmental
 - 3410 General Government
 - 3430 Public Safety
 - 3450 Transportation
 - 3451 Streets and highways
 - 3452 Mass transit
 - 3453 Airports
 - 3454 Parking facility
 - 3470 Environmental Protection
 - 3490 Economic and physical development
- 3500 Human services
- 3600 Cultural and recreational
- 3700 Utilities
- 3800 Capital outlays/Miscellaneous revenue
- 3900 Debt issues/interfund transfers/budgetary accounting

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Summary Listing - Expenditure Codes

4000 EXPENDITURES

- 4100 General government
- 4200 Central services
- 4300 Public safety
- 4500 Transportation
 - 4510 Streets and highways
 - 4520 Mass transit
 - 4521 Mass transit - Administration
 - 4522 Mass transit - Operating
 - 4523 Mass transit - Capital I
 - 4524 Mass transit - Capital II
 - 4525 Mass transit - Employee Development
 - 4526 Mass transit - Planning I
 - 4527 Mass transit - Planning II
 - 4528 Mass transit - Technology
 - 4529 Mass transit – Facility
 - 5300 Targeted Transit Assistance Program
 - 5310 Elderly and Disabled – Capital
 - 5312 Elderly and Disabled – Operating
 - 5319 Elderly and Disabled – Administration
 - 5315 Job Access and Reverse Commute – Operating
 - 5316 Job Access and Reverse Commute – Capital
 - 5320 Job Access and Reverse Commute – Administration
 - 5317 New Freedom – Capital
 - 5318 New Freedom – Operating
 - 5321 New Freedom – Administration
 - 5302 American Recovery (AARA)
 - 4530 Airports
 - 4540 Parking facility
- 4700 Environmental protection
- 4900 Economic and physical
- 5000 Human services
- 6100 Cultural and Recreation
- 7000 Utilities
- 8000 Capital outlays
- 9000 Debt service
- 9600 Accumulated fringe benefits
- 9800 Transfers to other funds
- 9900 Budgetary accounting only

Chapter III. Detailed Listing of Codes

Asset Codes

Liability and Equity Codes

Revenue Codes

Revenue Source Codes

Departmental Expenditure Codes

Object of Expenditure Codes

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Detailed Listing - Asset Codes

1000 ASSETS

- 1100 Cash and cash equivalent
 - 1101 Due from Central Depository
 - 1110 Cash on hand
 - 1120 Cash on demand
 - 1130 Cash in time deposits
 - 1140 Temporary investments -- governments and agencies
 - 1150 Other temporary direct investments
 - 1160 Repurchase agreements and other indirect investments
 - 1170 Investments in the N.C. Cash Management Trust

- 1200 Accounts receivable
 - 1210 Taxes receivable
 - 1213 Local option dedicated transit tax receivable
 - 1219 Allowance for doubtful tax receivables

 - 1230 Intergovernmental accounts receivable
 - 1231 Accounts receivable -- federal governments
 - 1232 Accounts receivable -- state governments
 - 1233 Accounts receivable -- local governments
 - 1234 Accounts receivable -- other public agencies
 - 1239 Allowance for doubtful intergovernmental accounts receivable

 - 1240 Enterprise receivables
 - 1245 Accounts receivable -- mass transit
 - 1249 Allowance for doubtful enterprise receivables

 - 1250 Other receivables
 - 1251 Accounts receivable -- others
 - 1259 Allowance for doubtful other receivables

- 1300 Interfund/intergovernmental receivables (due from)

- 1400 Inventories
 - 1410 Inventories -- operations
 - 1420 Inventories -- maintenance
 - 1430 Inventories -- administrative

- 1500 Prepaid expenses
 - 1510 Prepaid expenses -- enterprise
- 1600 Other assets
 - 1610 Long-term receivables
 - 1620 Deferred charges
- 1700 Fixed assets
 - 1710 Land
 - 1720 Improvements other than buildings
 - 1730 Buildings
 - 1750 Equipment
 - 1760 Vehicles
 - 1790 Construction in progress
- 1800 Accumulated depreciation
 - 1820 Improvements other than buildings
 - 1830 Buildings
 - 1850 Equipment
 - 1860 Vehicles
- 1900 Special governmental accounts
 - 1910 Amounts available for payment of long-term debt
 - 1920 Amounts to be provided for payment of long-term debt

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Detailed Listing - Liability and Equity Codes

2000 LIABILITIES AND EQUITY

- 2100 Accounts payable
 - 2150 Bonds and coupons outstanding
- 2200 Bonds payable
- 2300 Accrued expense payable
- 2400 Interfund/intergovernmental-payable (due to)
- 2600 Deferred revenues
- 2700 Long-term payables
 - 2720 Bonds and notes payable -- enterprise
 - 2760 Other long-term debt -- enterprise
- 2800 Equity other than fund balance
 - 2810 Contributed capital
 - 2820 Investment in fixed assets
- 2900 Fund balance/retained earnings
 - 2910 Reserved fund balance
 - 2911 Reserved for inventories
 - 2912 Reserved for encumbrances
 - 2920 Designated fund balance
 - 2930 Undesignated fund balance
 - 2950 Reserved retained earnings
 - 2960 Unreserved retained earnings

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Detailed Listing - Revenue Codes

3000 REVENUES

- 3100 Taxes -- ad valorem
 - 31XX Taxes -- ad valorem - dedicated to transit (Yr)
 - 3113 Taxes -- ad valorem - written off
- 3320 State shared revenues
 - 3325 Tax refunds
- 3450 Transportation
 - 3452 Mass transit
- 3830 Miscellaneous revenue
 - 3831 Investment earnings
 - 3833 Contributions and donations
 - 3834 Rents
 - 3835 Sales
 - 3839 Other miscellaneous revenue
- 3910 Proceeds of debt issues
- 3980 Transfers from other funds
 - 3981 General funds
 - 3982 Special revenue funds
 - 3983 Debt service funds
 - 3984 Capital projects funds
 - 3986 Enterprise funds
 - 3987 Trust and agency funds

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Detailed Listing - Revenue Source Codes

G100 TAXES

- G120 Levied for project
- G140 Discoveries for prior years
- G170 Penalties
- G180 Interest on delinquent taxes.

G200 INTERGOVERNMENTAL REVENUES - FEDERAL

- G260 Categorical grants
 - G261 SECTION 5311 ADMINISTRATION
 - G262 SECTION 5311 OPERATING
 - G263 SECTION 5311 CAPITAL
 - G264 VOCATIONAL REHAB (DIRECT RECIPIENT)
 - G265 OLDER AMERICANS ACT TITLE III
 - G266 SECTION 5311 TECHNOLOGY
 - G267 SECTION 5311 FACILITY
 - G269 OTHER FEDERAL GRANTS (SPECIFY)

G300 INTERGOVERNMENTAL REVENUES - NON-FEDERAL

- G360 Categorical grants
 - G361 STATE ADMINISTRATION ASSISTANCE
 - G362 STATE MAINTENANCE ASSISTANCE PROGRAM
 - G363 STATE CAPITAL ASSISTANCE
 - G364 STATE OPERATING ASSISTANCE (RGP)
 - G365 RESERVED
 - G366 STATE TECHNOLOGY ASSISTANCE
 - G367 STATE FACILITY ASSISTANCE
 - G368 RESERVED
 - G369 OTHER STATE ASSISTANCE (SPECIFY)
- G370 Local government cash match
 - G371 LOCAL GVMT CASH MATCH - ADMINISTRATION
 - G372 LOCAL GVMT CASH MATCH - OPERATING (SMAP)
 - G373 LOCAL GVMT CASH MATCH - CAPITAL
 - G374 LOCAL GVMT CASH MATCH - OPERATING (RGP)
 - G375 RESERVED
 - G376 LOCAL GVMT CASH MATCH - TECHNOLOGY
 - G377 LOCAL GVMT CASH MATCH - FACILITY
 - G378 RESERVED
 - G379 LOCAL GVMT CASH MATCH - OTHER (SPECIFY)
- G380 Cash match -- other sources
 - G381 OTHER LOCAL CASH MATCH - ADMINISTRATION
 - G382 OTHER LOCAL CASH MATCH - OPERATING
 - G383 OTHER LOCAL CASH MATCH - CAPITAL
 - G384 OTHER LOCAL CASH MATCH - CHARTER PROFITS
 - G385 OTHER LOCAL CASH MATCH - ADVERTISING PROFITS
 - G386 OTHER LOCAL CASH MATCH - TECHNOLOGY
 - G387 OTHER LOCAL CASH MATCH - FACILITY

- G388 RESERVED
- G389 OTHER LOCAL CASH MATCH - OTHER (SPECIFY)

G400 SERVICE CHARGES AND OTHER REVENUE

- G410-G441 Departmental services -- direct and third party payees
 - G411 AGING PROGRAM / TITLE III
 - G412 DEPARTMENT OF SOCIAL SERVICES
 - G413 SHELTERED WORKSHOP
 - G414 MENTAL HEALTH PROGRAM
 - G415 HEALTH DEPARTMENT
 - G416 COMMUNITY ACTION PROGRAM
 - G417 HEAD START PROGRAM
 - G418 DAYCARE
 - G419 MEDICAL
 - G420 PARKS AND RECREATION
 - G421 PUBLIC / PRIVATE SCHOOL
 - G422 TEEN PARENT
 - G423 COMMUNITY LIVING SKILLS
 - G424 HOSPITAL
 - G425 COMMUNITY COLLEGE
 - G426 COLLEGE / UNIVERSITY
 - G427 AGING PROGRAM SUPPLEMENT
 - G428 CHILD DEVELOPMENT
 - G429 WORK FIRST
 - G430 OTHER
 - G431 BLIND SERVICES
 - G432 VOCATIONAL REHABILITATION
 - G433 COMMUNITY SERVICES BLOCK GRANT
 - G434 SMART START
 - G435 AGRICULTURE EXTENSION
 - G436 JTPA
 - G437 NURSING HOME
 - G438 REST HOME
 - G439 PRIVATE INDIVIDUAL

- G440 ELDERLY & DISABLED TRANSPORTATION ASSISTANCE PROGRAM (EDTAP)

- G490 Other reciprocal revenue - not elsewhere classified
 - G497 INVESTMENT INCOME

G500 ENTERPRISE CHARGES

- F510 Passenger fares
- F511 GENERAL PUBLIC FARES

- F520 Special transit fares
 - F521 PREPAID FARES/BULK PURCHASE DISCOUNTS
 - F522 SENIOR CITIZEN FARES
 - F523 STUDENT FARES
 - F524 CHILD FARES
 - F525 PARATRANSIT FARES
 - F529 OTHER SPECIAL TRANSIT FARES
 - G530 Special charges

G533 SPECIAL ROUTE GUARANTEES

G800 MISCELLANEOUS INCOME

G810 Sale of materials and scrap

G811 SALE PROCEEDS FROM SALE OF MATERIALS/SCRAP

G820 Sale of fixed assets

G821 SALE PROCEEDS OF FIXED ASSETS

G840 Contributions and donations

G841 DONATED / CONTRIBUTED LABOR/SERVICES

G842 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT

G843 DONATED / CONTRIBUTED SPACE

G844 DONATIONS - CASH

G860 Rents

G861 RENT INCOME

G890 Other revenues -- not elsewhere classified

G891 OTHER REVENUE NOT ELSEWHERE CLASSIFIED

G900 NON-REVENUE RECEIPTS

G990 For Budgetary Accounting Only

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Detailed Listing - Departmental Expenditures Codes

4500 TRANSPORTATION

- 4510 Streets and highways
- 4520 Mass transit
 - 4521 Mass transit - Administration
 - 4522 Mass transit - Operating
 - 4523 Mass transit - Capital I
 - 4524 Mass transit - Capital II
 - 4525 Mass transit - Employee Development
 - 4526 Mass transit - Planning I
 - 4527 Mass transit – Planning II
 - 4528 Mass transit – Technology
 - 4529 Mass transit - Facility
- 4530 Airports
- 4540 Parking facilities

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM
Detailed Listing - Object of Expenditure Codes

G100 PERSONAL SERVICES

G120 SALARIES AND WAGES

- G121 SALARIES AND WAGES - FULL-TIME
- G122 SALARIES AND WAGES - OVERTIME
- G125 SALARIES AND WAGES - PART-TIME (RECEIVES BENEFITS)
- G126 SALARIES AND WAGES-TEMP. & PART-TIME (NO BENEFITS)
- G127 SALARIES AND WAGES - LONGEVITY
- G129 SALARIES, TRAVEL AND OTHER ADMINISTRATIVE COSTS

G180 FRINGE BENEFITS

- G181 SOCIAL SECURITY CONTRIBUTION
- G182 RETIREMENT CONTRIBUTION
- G183 HOSPITALIZATION INSURANCE CONTRIBUTION
- G184 DISABILITY INSURANCE CONTRIBUTION
- G185 UNEMPLOYMENT COMPENSATION CONTRIBUTION
- G186 WORKER'S COMPENSATION CONTRIBUTION
- G187 PAYMENT FOR RELEASED TIME
- G188 FLEXIBLE BENEFIT ADMINISTRATION FEE (FRINGE BENEFIT ALLOCATED)
- G189 OTHER (PHYSICALS, BONUS, INSURANCE, ETC.) FRINGE BENEFITS

G190 PROFESSIONAL SERVICES

G191 ACCOUNTING

- G192 LEGAL
- G195 MANAGEMENT CONSULTANT
- G196 DRUG TESTING CONTRACT
- G197 DRUG TESTS
- G198 MEDICAL REVIEW OFFICER
- G199 OTHER - PROFESSIONAL SERVICES

G200 SUPPLIES AND MATERIALS

G210 HOUSEHOLD AND CLEANING SUPPLIES

- G211 JANITORIAL SUPPLIES - (HOUSEKEEPING)
- G212 UNIFORMS

G230 EDUCATIONAL AND FIRST AID SUPPLIES

- G231 SPECIAL PROGRAMS MATERIAL (EDUCATIONAL) ***USE 395***
- G232 AUDIO VISUAL AND LIBRARY SUPPLIES ***USE 395***
- G233 FIRST AID SUPPLIES (REPLACEMENT)

G250 VEHICLE SUPPLIES AND MATERIALS

- G251 MOTOR FUELS AND LUBRICANTS
- G252 TIRES AND TUBES
- G253 ASSOCIATED CAPITAL MAINTENANCE
- G254 LICENSES, TAGS, AND FEES
- G255 VEHICLE CLEANING SUPPLIES
- G256 HAND TOOLS
- G257 VEHICLE SIGNS AND PAINT SUPPLIES
- G258 VEHICLE TOUCH-UP PAINT (NON-CONTRACT)
- G259 OTHER VEHICLE SUPPLIES

- G260 OFFICE SUPPLIES AND MATERIALS
 - G261 OFFICE SUPPLIES AND MATERIALS
- G270 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT
 - G271 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT
- G280 HEATING AND UTILITY SUPPLIES
 - G281 AIR CONDITIONER / FURNACE FILTERS
- G290 OTHER SUPPLIES AND MATERIALS
 - G291 COMPUTER SUPPLIES
 - G292 FIRE EXTINGUISHER (RECHARGING SYSTEM)

G300 CURRENT OBLIGATIONS AND SERVICES

- G310 TRAVEL AND TRANSPORTATION
 - G311 TRAVEL
 - G312 TRAVEL SUBSISTENCE
 - G313 TRANSPORTATION OF CLIENTS/OTHERS
 - G314 TRAVEL – MOTOR-POOL OR LEASED VEHICLE
- G320 COMMUNICATIONS
 - G321 TELEPHONE SERVICE
 - G322 INTERNET SERVICE PROVIDER FEE
 - G323 COMBINED SERVICE FEE
 - G325 POSTAGE
 - G329 OTHER COMMUNICATIONS
- G 330 UTILITIES
 - G331 ELECTRICITY
 - G332 FUEL OIL
 - G333 NATURAL GAS
 - G334 WATER
 - G335 SEWER
 - G336 TRASH COLLECTION
 - G337 SINGLE/COMBINED UTILITY BILL
 - G339 OTHER UTILITIES
- G340 PRINTING AND BINDING
 - G341 PRINTING AND REPRODUCTION
 - G349 OTHER PRINTING AND BINDING
- G350 REPAIRS AND MAINTENANCE
 - G353 REPAIRS AND MAINTENANCE - VEHICLES
 - G354 REPAIRS AND MAINTENANCE - SHOP EQUIPMENT
 - G355 REPAIRS AND MAINTENANCE - OFFICE & COMPUTER EQUIPMENT
 - G357 REPAIRS AND MAINTENANCE – COMMUNICATIONS EQUIPMENT
 - G359 OTHER REPAIRS AND MAINTENANCE
- G360 DONATED / CONTRIBUTED LABOR/SERVICES
 - G361 DONATED / CONTRIBUTED LABOR/SERVICES
- G370 ADVERTISING/PROMOTION MEDIA

- G371 MARKETING - PAID ADVERTISEMENTS
- G372 PROMOTIONAL ITEMS
- G373 OTHER ADVERTISING/PROMOTION MEDIA

- G380 COMPUTER SUPPORT SERVICES
 - G381 COMPUTER PROGRAMMING SERVICES
 - G382 COMPUTER SUPPORT / TECHNICAL ASSISTANCE SERVICES

- G390 OTHER SERVICES
 - G391 LEGAL ADVERTISING
 - G392 LAUNDRY AND DRY CLEANING
 - G393 TEMPORARY HELP SERVICES
 - G394 CLEANING SERVICES
 - G395 TRAINING - EMPLOYEE EDUCATION EXPENSE
 - G396 MANAGEMENT SERVICES
 - G398 SECURITY SERVICES
 - G399 OTHER SERVICES

G400 FIXED CHARGES AND OTHER SERVICES

- G410 RENTAL OF REAL PROPERTY
 - G411 RENT OF LAND
 - G412 RENT OF BUILDING
 - G413 RENT OF OFFICES
 - G419 OTHER RENTALS

- G420 LEASE OF COMPUTER EQUIPMENT
 - G421 LEASE OF COMPUTER HARDWARE
 - G422 LEASE OF COMPUTER SOFTWARE

- G430 LEASE OF OTHER EQUIPMENT
 - G431 LEASE OF REPRODUCTION EQUIPMENT
 - G432 LEASE OF POSTAL METER
 - G433 LEASE OF COMMUNICATION EQUIPMENT
 - G439 LEASE OTHER EQUIPMENT

- G440 SERVICES AND MAINTENANCE CONTRACTS
 - G441 MAINTENANCE CONTRACTS - COMMUNICATIONS EQUIPMENT
 - G442 MAINTENANCE CONTRACTS - OFFICE EQUIPMENT
 - G443 MAINTENANCE CONTRACTS - REPRODUCTION EQUIPMENT
 - G444 MAINTENANCE CONTRACTS - VEHICLES
 - G445 MAINTENANCE CONTRACTS - COMPUTER EQUIPMENT
 - G446 MAINTENANCE CONTRACTS - TIRES
 - G449 OTHER SERVICE AND MAINTENANCE CONTRACTS

- G450 INSURANCE AND BONDING
 - G451 INSURANCE - PROPERTY AND GENERAL LIABILITY
 - G452 INSURANCE - VEHICLES
 - G453 INSURANCE - FIDELITY
 - G454 INSURANCE - PROFESSIONAL LIABILITIES
 - G455 INSURANCE - SPECIAL LIABILITIES

- G460 DEPRECIATION
 - G461 DEPRECIATION--OFFICE EQUIPMENT
 - G462 DEPRECIATION--COMPUTER EQUIPMENT
 - G464 DEPRECIATION--MOTOR VEHICLES
 - G465 DEPRECIATION--OTHER EQUIPMENT
 - G468 DEPRECIATION--BUILDINGS/OTHER STRUCTURE

- G470 DONATED / CONTRIBUTED SPACE
 - G471 DONATED / CONTRIBUTED SPACE

- G480 INDIRECT COSTS
 - G481 CENTRAL SERVICES

- G490 OTHER FIXED CHARGES/CURRENT EXPENSES
 - G491 DUES AND SUBSCRIPTIONS
 - G499 OTHER FIXED CHARGES / CURRENT EXPENSES

G500 CAPITAL OUTLAY

- G510 OFFICE FURNITURE AND EQUIPMENT
 - G511 OFFICE FURNITURE
 - G512 OFFICE EQUIPMENT
 - G513 AUDIO VISUAL EQUIPMENT
 - G514 MICRO PORTABLE PROJECTOR / LAPTOP

- G520 TECHNOLOGY
 - G521 PERSONAL COMPUTER SYSTEM
 - G522 PRINTER
 - G523 COMPUTER SOFTWARE
 - G524 TELEPHONE SYSTEM (TECHNOLOGY DEPARTMENT ONLY)
 - G525 NETWORK SERVER
 - G526 MOBILE DATA DEVICES
 - G527 AUTOMATIC VEHICLE LOCATION
 - G528 DATA COMMUNICATION DEVICE
 - G529 OTHER TECHNOLOGY

- G530 NEW CONSTRUCTION AND LAND PURCHASE
 - G531 NEW CONSTRUCTION OF TRANSIT FACILITY
 - G532 PURCHASE OF MODULAR STRUCTURE
 - G533 LEGAL FEES, APPRAISAL, SURVEY
 - G534 NEEDS ASSESSMENT / ENVIRONMENTAL STUDY
 - G535 LAND ACQUISITION
 - G536 SITEWORK/GRADING
 - G537 UTILITY WORK/HOOK-UPS
 - G538 FENCING/ LIGHTING
 - G539 LANDSCAPING/ ACCESSWAY/ SIGNAGE

- G540 MOTOR VEHICLES FOR REPLACEMENT OF EXISTING VEHICLE
 - G541 35 - TO 40-FT HD LOW FLOOR TRANSIT BUS (REPLACEMENT)
 - G542 30 - TO 35-FT MD LOW FLOOR TRANSIT BUS (REPLACEMENT)
 - G543 20-FT LIGHT TRANSIT VEHICLE (REPLACEMENT)
 - G545 VAN CONVERSION (REPLACEMENT)
 - G546 20-FT LIGHT TRANSIT VEHICLE W/LIFT (REPLACEMENT)
 - G547 25-FT LIGHT TRANSIT VEHICLE W/LIFT (REPLACEMENT)
 - G548 LIFT-EQUIPPED VAN (REPLACEMENT)
 - G549 CENTER-AISLE VAN (REPLACEMENT)

- G550 OTHER EQUIPMENT
 - G551 VEHICLE SPARE PARTS
 - G552 SHOP EQUIPMENT
 - G553 REPEATER STATION
 - G554 RADIO BASE STATION
 - G555 RADIO UNIT (MOBILE OR HAND-HELD)
 - G556 TELEPHONE EQUIPMENT
 - G557 FAREBOXES
 - G559 OTHER EQUIPMENT

- G560 MOTOR VEHICLES FOR EXPANSION OF SERVICES
 - G561 35 - TO 40-FT TRANSIT BUS W/LIFT (EXPANSION) 12-YR
 - G562 30 - TO 35-FT TRANSIT BUS W/LIFT (EXPANSION) 10-YR
 - G563 20-FT LIGHT TRANSIT VEHICLE (EXPANSION)

- G564 22-FT LIGHT TRANSIT VEHICLE (EXPANSION)
- G565 VAN CONVERSION (EXPANSION)
- G566 20-FT LIGHT TRANSIT VEHICLE W/WHEEL CHAIR LIFT (EXPANSION)
- G567 25-FT LIGHT TRANSIT VEHICLE W/LIFT (EXPANSION)
- G568 LIFT-EQUIPPED VAN (EXPANSION)
- G569 CENTER-AISLE VAN (EXPANSION)

- G570 OTHER MOTOR VEHICLES
 - G571 MINI-VAN (REPLACEMENT)
 - G572 MINI-VAN/CROSSOVER (EXPANSION)
 - G573 SUPPORT VEHICLE (REPLACEMENT)
 - G574 SUPPORT VEHICLE (EXPANSION)
 - G575 28-FT LIGHT TRANSIT VEHICLE W/LIFT (EXPANSION)
 - G578 28-FT LIGHT TRANSIT VEHICLE W/LIFT (EXPANSION)
 - G579 22-FT LIGHT TRANSIT VEHICLE W/LIFT (EXPANSION)

- G580 FACILITY ACQUISITION AND IMPROVEMENTS
 - G581 CONSTRUCTION / PROJECT MANAGEMENT SERVICES
 - G582 FACILITY ACQUISITION
 - G583 BUS STOP SHELTERS/BENCHES
 - G584 PARK AND RIDE LOTS
 - G585 BUS STOP SIGNS
 - G586 BUILDING SECURITY/SURVEILLANCE EQUIPMENT
 - G587 PAVING/RESURFACING
 - G588 ENGINEERING & DESIGN SERVICES
 - G589 FACILITY IMPROVEMENT

- G590 OTHER IMPROVEMENTS AND CAPITAL OUTLAY
 - G591 VEHICLE LETTERING AND LOGOS
 - G594 VEHICLE LEASE
 - G595 OTHER TRANSIT VEHICLE NOT OTHERWISE IDENTIFIED (EXPANSION)
 - G596 VEHICLE SECURITY/SURVEILLANCE EQUIPMENT
 - G597 CONTINGENCY (RESERVED FOR CONSTRUCTION PROJECTS)
 - G599 OTHER CAPITAL

G600 CONTRACTS, GRANTS, SUBSIDIES AND ALLOCATIONS

- G610 PRIVATE OPERATOR CONTRACTS
 - G611 DIRECT PURCHASE OF SERVICE (PRIVATE)
 - G612 USER SIDE SUBSIDY
 - G613 PURCHASE OF PARATRANSIT SERVICE

- G620 PURCHASED TRANSPORTATION SERVICES
 - G621 VOLUNTEER REIMBURSEMENT
- G640 PUBLIC OPERATOR CONTRACTS
 - G641 DIRECT PURCHASE OF SERVICE (PUBLIC)

- G690 OTHER CONTRACTS, GRANTS, AND SUBSIDIES
 - G693 PAYMENT MADE ON COOPERATIVE AGREEMENTS

G700 DEBT SERVICE

- G750 OTHER DEBT SERVICE
 - G751 SERVICES CHARGES
 - G752 CALL PREMIUMS

G800 TRANSFERS AND REFUNDS (CONTRA ACCOUNTS)

- G820 INTERFUND TRANSFERS
 - G821 GENERAL FUND
 - G822 CAPITAL RESERVE FUND

- G830 REIMBURSABLE TAXES
 - G832 NORTH CAROLINA SALES TAXES
 - G833 NORTH CAROLINA GASOLINE TAX REFUND
 - G834 COUNTY SALES TAXES
 - G835 FEDERAL EXCISE TAXES
 - G836 FEDERAL GASOLINE TAX REFUND
 - G839 OTHER TAXES

- G840 OTHER TRANSFERS AND REFUNDS
 - G841 CHARTER EXPENSES
 - G842 GARAGE SERVICES
 - G843 ADVERTISING EXPENSES
 - G844 INSURANCE SETTLEMENTS
 - G847 INCOME FROM ELDERLY AND DISABLED TRANSP. ASST.PROG. (EDTAP)
 - G849 OTHER CONTRA ACCOUNTS

- G870 RECEIVABLES WRITTEN OFF
 - G873 BAD DEBTS-- ENTERPRISE
 - G879 BAD DEBTS--OTHER

- G880 INVENTORY CHANGES
 - G881 PURCHASE FOR INVENTORY
 - G882 ISSUES FROM INVENTORY

G900 CONTINGENCIES

G990 BUDGETARY ACCOUNTING ONLY

G991 CONTINGENCY/PROGRAM RESERVE

Chapter IV. Definition of Codes

Fund Codes

Asset Codes

Liability and Equity Codes

Revenue Codes

Revenue Source Codes

Departmental Expenditure Codes

Object of Expenditure Codes

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Fund Codes

60 Enterprise Funds

This category of funds accounts for operations that are: (a) financed and operated in a manner similar to private business enterprises--where the intent of the governing body is that a portion of the costs of providing goods or services to the general public on a continuing basis be financed or recovered through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income or deficit is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

- 61 Water and Sewer Fund
- 63 Electric Fund
- 64 Natural Gas Fund
- 65 Mass Transit Fund

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Asset Codes

1000 ASSETS

- 1100 Cash and cash equivalent
 - 1101 Due from Central Depository
The amount that represents the equity of the fund in a central depository.
 - 1110 Cash on hand
A sum of money set aside for the purpose of making a change of paying small obligations too small to justify payment by check.
 - 1120 Cash on demand
Cash deposited on demand in official depositories.
 - 1130 Cash in time deposit
Cash deposited in NOW accounts, certificates of deposits, savings, money markets, deposits and other time deposits.
 - 1140 Temporary investments -- government and agencies
U.S. Treasury bills, U.S. Treasury notes and bonds, Federal Land Banks, Federal Home Loan Banks, Federal National Mortgage Association and other securities permitted by G.S. 159.30.
 - 1150 Other temporary direct investments
Bankers Acceptance, commercial paper and other securities permitted by G.S. 159-30.
 - 1160 Repurchase agreements and other indirect investment
Agreement with a bank or securities dealer to buy short-term securities from him for immediate delivery and to sell them back to him at a predetermined rate.
 - 1170 Investments in the N.C. Management Trust
The N.C. Cash Management Trust is a money market mutual fund offered exclusively to local government units. The trust is the only mutual fund offered exclusively to local government units. The trust is the only mutual fund certified by the Local Government Commission as an additional legal investment.
- 1200 **Accounts receivable**
 - 1213 Local option dedicated transit tax receivable
Amount receivable from the local governing body for a special tax levied pursuant to G.S. 160A-583.
 - 1219 Allowance for doubtful tax receivables
That portion of tax receivables which it is estimated will never be collected. The balance in this account is reported as a deduction from tax receivables to indicate net tax receivable.

- 1231 Accounts receivable- federal government
Receivable from federal governmental departments for goods sold or services rendered,
- 1232 Accounts receivable- state government
Receivable from state governmental departments for goods sold or services rendered.
- 1233 Accounts receivable- local government
Receivables from local governmental units for goods sold or services rendered.
- 1234 Accounts receivable- other public government
Receivables from other public agencies for goods sold or services rendered.
- 1239 Allowance for doubtful intergovernmental A/R
That portion of accounts receivable which it is estimated will never be collected. The balance in this account is to reported as a deduction from accounts receivable to indicate net accounts receivable.
- 1245 Accounts receivable - mass transit
Uncollected portion of enterprise charges billed to customers of a mass transit system.
- 1251 Allowance for doubtful enterprise receivable
That portion of enterprise receivables which it is estimated will never be collected. The balance in this account is reported as a deduction from enterprise receivable to indicate net enterprise receivable.
- 1259 Accounts receivable - others
Amounts due from private citizens and business firms for special services, purchases of government owned supplies and materials, damage to government property, etc.

1400 Inventories

- 1410 Inventories -- operations
Inventories of supplies and materials used in departmental operations to provide services.
- 1420 Inventories -- maintenance
Inventories of supplies used to maintain fixed assets owned or leased.
- 1430 Inventories -- administrative
Inventories of stationary and other supplies used in general and departmental administration.

1500 Prepaid expenses

- 1510 Prepaid expenses -- enterprise
Charges entered in the accounts, for benefits not yet received. Prepaid items differ from deferred charges in that they are spread over a shorter period of time than deferred charges and are regularly recurring cost of

operation. Examples of prepaid items are prepaid rent, prepaid interest, and prepaid insurance premiums. An example of a deferred charge would be unamortized discounts on bonds sold.

1515 Prepaid -- vehicle insurance premiums
Charges entered into the accounts to record prepaid vehicle insurance premiums, that is, vehicle insurance premiums that are paid in full, or in part, for a period of performance specified in the state/local agreement.

1600 Other assets

1610 Long-term receivables
Created when a project is the lessor in a capital lease agreement.

1620 Deferred charges
Expenditures which are not chargeable to the fiscal period in which they are made, but which are carried as assets pending amortization or other disposition.

1700 Fixed assets

1710 Land
Account includes cost of land purchased, legal fees involved and any expenses for grading, filling or other work necessary to put land in condition for intended use.

1720 Improvements other than buildings
Acquisition value of permanent improvements other than buildings, which add value to the land. Such things as fuel tanks/pumps, bus stop shelters, park and ride lots, bus stop signs, etc.

1730 Buildings
Same general rules apply to buildings as to land (above). Any equipment or fixtures built into or permanently attached to building become part of building.

1750 Equipment
Tangible property of a more or less permanent nature, other than land or building and improvements thereon. Examples are machinery, tools, furniture, and furnishings.

1760 Vehicles
Cost of motor vehicles owned by the project. Examples: passenger vans, buses, etc.

1790 Construction in progress
Cost to date of construction of fixed assets not yet completed.

1800 Accumulated depreciation

1820 Accumulated depreciation -- not buildings.
This account is used to accumulate the period credits which records the expiration of the estimated service life of fixed assets. Under the Section 18 program, only the non-federal local cash match of contributed capital may be depreciated

- 1830 Accumulated depreciation -- buildings
Accounts records accumulated depreciated value of buildings and improvement necessary to put the buildings in condition for intended use. Also includes any equipment or fixtures built into or permanently attached to buildings.
- 1850 Accumulated depreciation -- equipment
Account records accumulated depreciation value of tangible property of a more or less permanent nature other than land or buildings and improvements thereon. Examples are machinery, tools, office furniture, furnishings and equipment, data processing and audio visual equipment, radio towers and related equipment, shop equipment and bus stop shelters.
- 1860 Accumulated depreciation -- vehicles
Accumulated depreciation value of motor vehicles owned by the transit project.

1900 Special governmental accounts

- 1910 Amounts available for payment of long-term debt.
An account in the General Long-Term Debt Account Group equal to the amount of fund balance available in Debt Service Funds for the retirement of general long-term debt.
- 1920 Amounts provided for payment of long-term debt.
An account in the General Long-Term Debt Account Group which represents the amount to be provided from taxes or other general revenues to retire outstanding general long-term debt.

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Liability and Equity Codes

2000 LIABILITIES AND EQUITY

- 2100 Accounts payable
 - 2150 Bonds and coupons outstanding
Amounts owed on open account to private persons or organizations for goods and services furnished to a project.

- 2700 Long-term payables
 - 2720 Bonds and notes payable -- enterprise
The face value of bonds which are expected to be paid by an enterprise fund. Includes both general obligation and revenue bonds and bond anticipation notes.

 - 2760 Other long-term -- enterprise
The face amount non-bonded obligations which were originally payable from an enterprise fund. Includes long-term capitalized leases and other financing agreements.

- 2800 Equity other than fund balance
 - 2810 Contributed capital
An account used to record permanent contributions to an Enterprise or an Intergovernmental Service Fund to pay for fixed assets or for permanent working capital. Proper accounting procedures require that the contributions be segregated between major sources.

 - 2820 Investment in fixed assets
An account used to offset debits in the general fixed assets account group 1700 thru 1790.

- 2900 Fund balance/retained earnings
 - 2911 Reserved for inventories
Segregation of a portion of fund balance to indicate that using the purchase method, inventories of supplies do not represent "available spendable resources," even though they are a component of net current assets.

 - 2912 Reserved for encumbrances
Encumbrances outstanding as year-end represent the estimated amounts of the expenditures ultimately to result if unperformed contracts or outstanding purchase orders in process at year end are completed and charged against prior year's appropriation. Encumbrances outstanding at year end do not constitute expenditures or liabilities.

- 2920 Designated fund balance
Segregation of a portion of fund balance to indicate tentative plans for financial resource utilization in a future period, such as for a future transit facility or for subsequent year's expenditures. Such designations are distinctly different from reserved fund balances in that the plans may never be authorized or result in expenditures while reserved balances represent authorized expenditures which will be made.
- 2930 Undesignated fund balance
The amount of fund balance which is available for appropriation for any purpose by the governing board.
- 2950 Reserved retained earnings
Segregation of a portion of retained earnings, in accord with terms of legal restriction, for accounts that should be accumulated in such restricted asset account.
- 2960 Unreserved retained earnings
The accumulated earnings of an Enterprise Fund which are not reserved for any specific purpose.

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Revenue Codes

3000 REVENUES

The revenue codes include all revenues accrued to the benefit of the project on account of the activities of the specific designated department or function.

- 3100 Taxes - ad valorem
 - 3113 Taxes -- ad valorem --written
Payments received from taxpayers on taxes written off the books in a prior period.

 - 31XX Taxes - ad valorem - dedicated to transit
(Yr) Taxes -- ad valorem- dedicated to transit by the governing body (municipality) pursuant to G.S. 160A-583. Year of tax levy should be updated annually and source code number should be used.

- 3320 State shared revenues
 - 3325 Tax refunds
A state-shared tax remitted to the municipalities quarterly.
 - 351 - sales and use tax
 - 352 - gasoline tax
 - 353 - county sales tax

- 3450 Transportation
 - 3452 Mass Transit
Includes all revenues accrued to the benefit of Mass Transit.

- 3830 Miscellaneous revenue
 - 3831 Investment earnings
The interest earned on the permissible investment instruments (G.S. 159-30) must be credited to the fund from which the monies that were invested came: 491-General fund, 493-Bonds Proceeds, 494-Special Revenue, 495-Debt Service, 497-Enterprise Fund

 - 3833 Contributions and donations
Amounts received from non-governmental sources as a gift or donation and not as the result of operations of the project. Refer to Office of Management and Budget (OMB) Circular A-102, Attachment F.

 - 3834 Rents
Income derived from rental of project-owned property.

 - 3835 Sales
810-Sale of materials and scrap: For sale of materials or other property not considered a fixed asset pursuant to applicable state law. 820-Sale of fixed assets: Entries to this accounts for sale of fixed assets should trigger adjustments in property control records and in General Fixed Asset group of accounts.

3839 Other miscellaneous revenue
Includes all other revenues not elsewhere classified. All revenues should be put in their proper classification.

- 3980 Transfers from other funds
 - 3981 General funds
 - 3982 Special revenue funds
 - 3983 Debt service funds
 - 3984 Capital projects funds
 - 3986 Enterprise funds
 - 3987 Trust and agency funds

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Revenue Source Codes

G100 TAXES

- G120 Levied for project
Taxes levied for a transportation authority by the governing body (municipality) pursuant to G.S. 160A-583.
- G140 Discoveries for prior years
Taxes which were discovered and billed in the current year which should have been listed by the owner in a preceding year.
- G170 Penalties
Penalties on delinquent taxes.
- G180 Interest on delinquent taxes.
Interest charged and collected as a percentage of taxes and penalties because taxes were paid after the due date and the grace period.

G200 INTERGOVERNMENTAL REVENUES - FEDERAL

- G260 Categorical grants
Intergovernmental transfers for specific projects agreed to by contract with the grantor. This section should contain a separate account for each Federally-funded grant or contract. Include all direct grants from federal agency to transit project.
 - G261 SECTION 5311 ADMINISTRATION
 - G262 SECTION 5311 OPERATING
 - G263 SECTION 5311 CAPITAL
 - G264 VOCATIONAL REHAB (DIRECT RECIPIENT)
 - G265 OLDER AMERICANS ACT TITLE III
 - G266 SECTION 5311 TECHNOLOGY
 - G267 SECTION 5311 FACILITY
 - G269 OTHER FEDERAL GRANTS (SPECIFY)

G300 INTERGOVERNMENTAL REVENUES - NON-FEDERAL

G360 Categorical grants

Intergovernmental transfers for specific projects agreed to by contract with the grantor. This section of revenue accounts should contain a separate account for each State funded or administered grant or contract.

- G361 STATE ADMINISTRATION ASSISTANCE
- G362 STATE MAINTENANCE ASSISTANCE PROGRAM
- G363 STATE CAPITAL ASSISTANCE
- G364 STATE OPERATING ASSISTANCE (RGP)
- G365 RESERVED
- G366 STATE TECHNOLOGY ASSISTANCE
- G367 STATE FACILITY ASSISTANCE
- G368 RESERVED
- G369 OTHER STATE ASSISTANCE (SPECIFY)

G370 Local government cash match

Intergovernmental transfers from other local level governments to fund part or all of the required matching share on a Federal or State grant.

- G371 LOCAL GVMT CASH MATCH - ADMINISTRATION
- G372 LOCAL GVMT CASH MATCH - OPERATING (SMAP)
- G373 LOCAL GVMT CASH MATCH - CAPITAL
- G374 LOCAL GVMT CASH MATCH - OPERATING (RGP)
- G375 RESERVED
- G376 LOCAL GVMT CASH MATCH - TECHNOLOGY
- G377 LOCAL GVMT CASH MATCH - FACILITY
- G378 RESERVED
- G379 LOCAL GVMT CASH MATCH - OTHER (SPECIFY)

- G380 Cash match -- other sources
Transfer from other public or private sources to fund part or all of the required matching share on a federal or state grant.
- G381 OTHER LOCAL CASH MATCH - ADMINISTRATION
- G382 OTHER LOCAL CASH MATCH - OPERATING
- G383 OTHER LOCAL CASH MATCH - CAPITAL
- G384 OTHER LOCAL CASH MATCH - CHARTER PROFITS
- G385 OTHER LOCAL CASH MATCH - ADVERTISING PROFITS
- G386 OTHER LOCAL CASH MATCH – TECHNOLOGY
- G387 OTHER LOCAL CASH MATCH - FACILITY
- G388 RESERVED
- G389 OTHER LOCAL CASH MATCH - OTHER (SPECIFY)

G400 SERVICE CHARGES AND OTHER REVENUE

- G410-441 Departmental services -- direct and third party payees
Direct - service charges billed to and paid by the entity receiving the service. Third party - service charges billed to the entity receiving the service but paid by a third party. This section of revenue accounts should contain a separate account for each purchase of service agreement with a county/municipal agency.

- G411 AGING PROGRAM / TITLE III
- G412 DEPARTMENT OF SOCIAL SERVICES
- G413 SHELTERED WORKSHOP
- G414 MENTAL HEALTH PROGRAM
- G415 HEALTH DEPARTMENT
- G416 COMMUNITY ACTION PROGRAM
- G417 HEAD START PROGRAM
- G418 DAYCARE
- G419 MEDICAL

- G420 PARKS AND RECREATION
- G421 PUBLIC / PRIVATE SCHOOL
- G422 TEEN PARENT
- G423 COMMUNITY LIVING SKILLS
- G424 HOSPITAL
- G425 COMMUNITY COLLEGE
- G426 COLLEGE / UNIVERSITY
- G427 AGING PROGRAM SUPPLEMENT
- G428 CHILD DEVELOPMENT
- G429 WORK FIRST

- G430 OTHER
- G431 BLIND SERVICES
- G432 VOCATIONAL REHABILITATION
- G433 COMMUNITY SERVICES BLOCK GRANT
- G434 SMART START
- G435 AGRICULTURE EXTENSION
- G436 JTPA

G437 NURSING HOME
G438 REST HOME
G439 PRIVATE INDIVIDUAL

G440 ELDERLY & DISABLED TRANSPORTATION ASSISTANCE PROGRAM
(EDTAP)

G490 Other reciprocal revenue - not elsewhere classified
Any other reciprocal revenue not properly chargeable to another source in the
400 series (e.g., investment earnings).

G497 INVESTMENT INCOME

G500 ENTERPRISE CHARGES

F510 Passenger fares
Amounts charged to individual customers on a regular basis for regular
transportation services (e.g., regular passenger fares and transfers). If desired,
this section of Revenue may contain a separate account for each zone, political
subdivision or route the provider maintains.

F511 GENERAL PUBLIC FARES

F520 Special transit fares
Discounted or reduced amounts charged to customers on regular basis for
transportation services (e.g., reduced fares for senior citizens, prepaid fares such
as passes of tokens, or other special discounted fares). Again, this section may
contain a separate account for each zone, political subdivision or route the
provider maintains.

F521 PREPAID FARES/BULK PURCHASE DISCOUNTS

F522 SENIOR CITIZEN FARES

F523 STUDENT FARES

F524 CHILD FARES

F525 PARATRANSIT FARES

F529 OTHER SPECIAL TRANSIT FARES

F530 Special charges
Charges made to specific customers arising from special services rendered.

F533 SPECIAL ROUTE GUARANTEES

G800 MISCELLANEOUS INCOME

G810 Sale of materials and scrap
Sale of materials of other property not considered a fixed asset pursuant to
applicable state law. Disposal of materials or scrap acquired with federal and/or
state funds normally requires the prior approval of the grantor agency.

G811 SALE PROCEEDS FROM SALE OF MATERIALS/SCRAP

G820 Sale of fixed assets
Entries of this account for the sale of fixed assets should trigger adjustments in property control records and in General Fixed Asset group of accounts. Disposal of fixed assets acquired with federal and/or state funds normally requires the prior approval of the grantor agency.

G821 SALE PROCEEDS OF FIXED ASSETS

G840 Contributions and donations
Non-cash shares such as donations, volunteered services, or in-kind contributions are eligible to be counted toward the local match only if the value of each is formally documented and supported, and represents a cost which would otherwise be eligible under the project.

G841 DONATED / CONTRIBUTED LABOR/SERVICES
(See corresponding Expenditure Code 361)

G842 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT
(See corresponding Expenditure Code 271)

G843 DONATED / CONTRIBUTED SPACE
(See corresponding Expenditure Code 471)

G844 DONATIONS – CASH

G860 Rents
Amounts received for permitting other persons to use tangible property owned or controlled by the unit.

G861 RENT INCOME

G890 Other revenues -- not elsewhere classified
Any other revenues received by the unit which is not chargeable to another revenue in the 800 series.

G891 OTHER REVENUE NOT ELSEWHERE CLASSIFIED

G900 NON-REVENUE RECEIPTS

G990 For Budgetary Accounting Only
A balancing item in the budget to show the amount of the estimated fund balance at the end of the current year which is being carried forward to balance the budget for the budget year.

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Department Expenditure Codes

4000 EXPENDITURES

4500 TRANSPORTATION

4510 Streets and highways

4520 Mass transit

4521 Mass transit - Administration

Includes all expenditures directly related to the administration of the public transportation program.

4522 Mass transit - Operating

Includes all expenditures directly related to the operation of the public transportation system.

4523 Mass transit - Capital I

Includes all capital outlay expenditures incurred by public transportation projects.

4524 Mass transit - Capital II

Other capital outlay expenditures with different funding ratios than Capital I items.

4525 Mass transit - RESERVED

4526 Mass transit - Planning I

Includes all planning expenditures incurred by public transportation projects.

4527 Mass transit - Planning II

Other planning expenditures with different funding ratios than Planning I items.

4528 Mass transit – Technology

Includes all technology expenditures incurred by public transportation projects.

4529 Mass transit – Facility

Includes all Facility expenditures incurred by public transportation projects.

4530 Airports

4540 Parking facilities

UNIFORM PUBLIC TRANSPORTATION ACCOUNTING SYSTEM

Definition of Object of Expenditure Codes

G100 PERSONAL SERVICES

Expenditures for personal services include all compensation to permanent, temporary and emergency employees and their corresponding staff benefits. Also under this category are PROFESSIONAL services performed by individuals/firms other than employees.

G120 SALARIES AND WAGES

Employees receiving salaries reimbursed with federal public transportation funds must document their time using time sheets or other acceptable methods of documenting time worked.

G121 SALARIES AND WAGES - FULL-TIME

Gross earnings of all full-time employees subject to FICA and retirement regulations and/or receiving other fringe

G122 SALARIES AND WAGES - OVERTIME

Includes the overtime payments for personal services to full-time employees as compensation for working time in excess of a standard work week

G125 SALARIES AND WAGES - PART-TIME (RECEIVES BENEFITS)

Gross earnings of all part-time employees subject to FICA and to retirement regulations and receives other fringe benefits.

G126 SALARIES AND WAGES-TEMP. & PART-TIME (NO BENEFITS)

Gross earnings of all temporary and part-time employees subject to FICA but not to retirement regulations and receives no fringe benefits.

G127 SALARIES AND WAGES - LONGEVITY

Gross earnings of longevity paid to eligible employees.

G129 SALARIES, TRAVEL AND OTHER ADMINISTRATIVE COSTS

Apprenticeship budget code.

G180 FRINGE BENEFITS

G181 SOCIAL SECURITY CONTRIBUTION

Employer's share of Social Security (FICA) taxes on salaries and wages.

G182 RETIREMENT CONTRIBUTION

Local Government Employee Retirement System. Employer's share of contribution into retirement fund for eligible employees.

G183 HOSPITALIZATION INSURANCE CONTRIBUTION

Employer's share of cost for hospitalization insurance on eligible employees.

- G184 **DISABILITY INSURANCE CONTRIBUTION**
Employer's share of cost for disability insurance on eligible employees.
- G185 **UNEMPLOYMENT COMPENSATION CONTRIBUTION**
Employer's contribution for unemployment compensation on employees.
- G186 **WORKER'S COMPENSATION CONTRIBUTION**
Employer's contribution to cost of worker's insurance. (For self-insured -- medical costs and/or compensation for lost job time due to job-related accidents.)
- G187 **PAYMENT FOR RELEASED TIME**
Used only by those projects electing to allocate vacation, sick, and other release time to functions and projects on a percentage basis.
- G188 **FLEXIBLE BENEFIT ADMINISTRATION FEE (FRINGE BENEFIT ALLOCATED)**
Used only by those projects electing to allocate all fringe benefits to functions and projects on a percentage basis.
- G189 **OTHER (PHYSICALS, BONUS, INSURANCE, ETC.) FRINGE BENEFITS**
Employer's cost of benefits not otherwise classified.(Specify which benefits are included.)
- G190 **PROFESSIONAL SERVICES**
Retainers, fees and expenses paid to professionals (not employees of the project) for their special expertise.
- G191 **ACCOUNTING**

Accounting services and audit fees. To be eligible to use federal funds for A-133 audit, federal funds received, used, or expended must be \$500,000 or more. A-133 audits that are completed, but not required, are not eligible for reimbursement. When federal funds received, used, or expended are less than \$500,000 and an A-133 audit is not required, federal funds may be used for annual financial, yellow-book, or other audit, as required.
- G192 **LEGAL**
Cost of legal services provided by an attorney.
- G195 **MANAGEMENT CONSULTANT**
Cost of contracting with a management consulting firm or other outside, qualified party for management/evaluation purposes. Includes costs associated with reviewing system management and operations and recommending improvements/changes.
- G196 **DRUG TESTING CONTRACT**
- G197 **DRUG TESTS**
- G198 **MEDICAL REVIEW OFFICER**

G199 OTHER - PROFESSIONAL SERVICES

G200 SUPPLIES AND MATERIALS

Includes commodities that are consumed within a relatively short period. It also includes all articles or substances in a natural, prefabricated or manufactured state that are either used for current purposes or processed in the construction or manufacture of articles.

G210 HOUSEHOLD AND CLEANING SUPPLIES

G211 JANITORIAL SUPPLIES - (HOUSEKEEPING)

Cost of brooms, mops, cleaning agents, wax, paper towels, toilet tissue, tissues, etc.

G212 UNIFORMS

Cost of uniforms or special clothing required to be worn by employees.

G230 EDUCATIONAL AND FIRST AID SUPPLIES

Includes classroom supplies for instructional purposes, examination supplies, maps, charts, etc.

G231 SPECIAL PROGRAMS MATERIAL (EDUCATIONAL)

Cost of educational supplies and materials for instructional purposes.

USE OBJECT CODE 395

G232 AUDIO VISUAL AND LIBRARY SUPPLIES

Cost of audio visual aids and supplies necessary for supplying and maintaining a media center (library). ***USE OBJECT CODE 395***

G233 FIRST AID SUPPLIES (REPLACEMENT)

(Operating Department only) Cost of supplies and materials to be used for first aid purposes.

G250 VEHICLE SUPPLIES AND MATERIALS

Tangible maintenance and operating requirements for use and preservation of motor vehicles.

G251 MOTOR FUELS AND LUBRICANTS

Cost of fuel and oil for transportation system vehicles.

G252 TIRES AND TUBES

Cost of replacement tires and tubes for transit system vehicles.

G253 ASSOCIATED CAPITAL MAINTENANCE

Cost of replacement parts (excluding tires and tubes) whose value is less than 0.5% of the depreciated value of the vehicle for which they are used.

G254 LICENSES, TAGS, AND FEES

Cost of vehicle licenses, inspections, tags and title fees. (Does not include the 3% Highway Use Tax.)

G255 VEHICLE CLEANING SUPPLIES

Cost of supplies used to clean transportation system

G256 HAND TOOLS

Cost of small tools such as wrenches, screwdrivers, electric drills, etc.

G257 VEHICLE SIGNS AND PAINT SUPPLIES
G258 VEHICLE TOUCH-UP PAINT (NON-CONTRACT)

G259 OTHER VEHICLE SUPPLIES
(Specify) Cost of other vehicle supplies received by the project, not properly chargeable to another object of expenditure.

G260 OFFICE SUPPLIES AND MATERIALS

G261 OFFICE SUPPLIES AND MATERIALS

General office supplies and materials, such as but not limited to paper, pencils, typewriter ribbons, adding machine paper, desk calendars, rulers, staplers, tape dispensers, etc. Such items should be of relatively little value, relatively consumable and may or may not be subject to inventory

G270 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT

Fair market value of donations or in-kind contributions of supplies and/or equipment. In-kind contributions are eligible to be counted toward the local match only if the value of each is formally documented and supported; represents a cost which would otherwise be eligible under the project; and is allowed in the grant program requirements. The value of these donations/contributions is not reimbursable either as a direct or indirect cost. The value of the contribution must be reflected as both an expense and corresponding revenue in the grantee's accounting system.

G271 DONATED / CONTRIBUTED SUPPLIES/EQUIPMENT

Local accounting use only, not eligible for reimbursement. Refer to grant program guidance for eligibility and documentation requirements for use as in-kind match. (Use corresponding Revenue Source Code 842).

G280 HEATING AND UTILITY SUPPLIES

Cost of materials and supplies used to maintain heating and air conditioning units associated with property owned or controlled by the project.

G281 AIR CONDITIONER / FURNACE FILTERS

G290 OTHER SUPPLIES AND MATERIALS

G291 COMPUTER SUPPLIES

Cost of supplies for computer equipment, including paper, disks, toner cartridges, cables, etc. (Does not include computer hardware and software.)

G292 FIRE EXTINGUISHER (RECHARGING SYSTEM)

Cost associated with recharging existing fire extinguishers.

G300 CURRENT OBLIGATIONS AND SERVICES

All payments for operating and maintenance services rendered by firms or individuals. Examples of expenditures belonging to this group include travel, communication, utilities, printing, etc.

G310 TRAVEL AND TRANSPORTATION

G311 TRAVEL

Reimbursement to employees for mileage in personal vehicle for business use and travel costs for transportation (other than 314) by employees who are in travel status on official business incident to the project. Includes reimbursement to employees for **mileage, toll charges, parking fees, and commercial carrier fares**. (Amount reimbursed must be based on State travel policy)

- G312 TRAVEL SUBSISTENCE
Expenses incurred, other than travel, by an employee while acting in the course of employment while away from assigned duty station, including **food, lodging, and conference registration fees**. (Amount reimbursed must be based on State approved travel policy.)
- G313 TRANSPORTATION OF CLIENTS/OTHERS
(Operating Department only) Expenses incurred by an employee while acting in the course of employment while transporting clients and others
- G314 TRAVEL - MOTOR-POOL OR LEASED VEHICLE
Contract cost and/or operating cost of rental vehicle used in travel away from assigned duty station. Including but not limited to vehicle rental, gasoline, motor oil, toll charges and parking fees. If **Motor-Pool vehicle**, or transit system administrative (non-revenue) vehicle is used, reimbursement will be based on **mileage at Motor-Pool rate** in accordance with state travel policy. Grantees may also use the current State Motor-Pool rate. (Does not include vehicles used in the provision of contracted transportation services.)
- G320 COMMUNICATIONS
Cost of communications such as telephone, fax transmissions, and postal fees.
- G321 TELEPHONE SERVICE
Includes monthly phone service, modem/fax lines, and cellular phone service (for **Administrative Staff**). (Does not include Internet provider fee.)
- G322 INTERNET SERVICE PROVIDER FEE
Internet service provider fee only – (does not include monthly phone service, modem/fax lines, and cellular phone
- G323 COMBINED SERVICE FEE
Telephone service/charges, cell phone, pagers, and/or Internet service fee when billed in one statement.
- G325 POSTAGE
Includes stamps and express mail. If postal meter is used, use object code 432 for costs associated with postal meter.
- G329 OTHER COMMUNICATIONS
(Specify) Cost of other communications expenses received by the project, not properly chargeable to another object of expenditure.
- G330 UTILITIES
Heat, light, power, water, sewer, and waste pickup expenses for project buildings and other project facilities, unless utilities are included in Rental Agreement (see 412/413) or Central Services (see 481).
- G331 ELECTRICITY
- G332 FUEL OIL

- G333 NATURAL GAS
- G334 WATER
Does not include bottled drinking water.
- G335 SEWER
- G336 TRASH COLLECTION
Cost of garbage/waste collection services, including
- G337 SINGLE / COMBINED UTILITY BILL
Cost of utility services that are billed to the project in a single bill or bill that combines one or more of the above
- G339 OTHER UTILITIES
Cost of other utilities not properly chargeable to any other object of expenditure.
- G340 PRINTING AND BINDING
 - G341 PRINTING & REPRODUCTION
Cost of printing/reproduction jobs done from original documents furnished by Grantee. **For Printing/Repro costs associated with in-house marketing, use object code 371.**
 - G349 OTHER PRINTING & BINDING
For Printing/Repro costs associated with in-house marketing, use object code 371.
- G350 REPAIRS AND MAINTENANCE
 - G353 REPAIRS AND MAINTENANCE - VEHICLES
Services and repairs to vehicles (use 257/258 for vehicle signs and in-house paint supplies).
 - G354 REPAIRS AND MAINTENANCE - SHOP EQUIPMENT
Cleaning, painting, maintenance and repairs to shop equipment.
 - G355 REPAIRS AND MAINTENANCE - OFFICE & COMPUTER EQUIPMENT
Cleaning, maintenance and repairs to office or computer equipment.
 - G357 REPAIRS AND MAINTENANCE – COMMUNICATIONS EQUIPMENT
Cleaning, maintenance and repairs to mobile and hand-held radios, telephones or similar equipment.
 - G359 OTHER REPAIRS AND MAINTENANCE
(Specify) Cost of repairs and maintenance performed on property owned and controlled by the project not properly chargeable to any other object of expenditure.
- G360 DONATED / CONTRIBUTED LABOR/SERVICES
Fair market value of donations or in-kind contributions of labor and/or services. In-kind contributions are eligible to be counted toward the local match only if the value of each is formally documented and supported; represents a cost which would otherwise be eligible under the project; and is allowed in the grant program requirements. The value of these donations/contributions is not reimbursable either as a direct or indirect cost. The value of the contribution must be reflected as both an expense and corresponding revenue in the grantee's accounting system.

- G361 DONATED / CONTRIBUTED LABOR/SERVICES
Local accounting use only, not eligible for reimbursement. Refer to grant program guidance for eligibility and documentation requirements for use as in-kind match. (See corresponding Revenue Source Code 841).
- G370 ADVERTISING / PROMOTION MEDIA
Includes advertising and publicity in newspapers, radio, video, magazines, periodicals, and related items.
- G371 MARKETING - PAID ADVERTISEMENTS
Cost of paid advertisements (newspaper ads, radio and TV spots, etc.) and/or the services of a professional marketing firm. **May also include cost of printing/reproduction associated with in-house marketing.**
- G372 PROMOTIONAL ITEMS
Cost of items utilized in the promotion or advertising of the transportation system including, but not limited to, pens, pencils, notepads, stickers, lapel pins, etc. The item should include the system name and/or logo.
- G373 OTHER ADVERTISING/PROMOTION MEDIA (Specify)
- G380 COMPUTER SUPPORT SERVICES
Cost of services rendered by outside firms.
- G381 COMPUTER PROGRAMMING SERVICES
Cost of developing computer programs for use by the transportation system.
- G382 COMPUTER SUPPORT / TECHNICAL ASSISTANCE SERVICES
Fees paid to outside firms for computer services/support.
- G390 OTHER SERVICES
- G391 LEGAL ADVERTISING
Newspaper advertisements of such things as public hearings, bond referendums, notice of intent to apply for public transportation funding, employment opportunities, competitive bid procurements, sales of surplus property, etc.
- G392 LAUNDRY AND DRY CLEANING
Cost of cleaning uniforms and other clothing owned by project.
- G393 TEMPORARY HELP SERVICES
Cost of clerical or manual labor hired from another employer.
- G394 CLEANING SERVICES
Cost of contracted cleaning of the space occupied by project.
- G395 TRAINING - EMPLOYEE EDUCATION EXPENSE
Cost of schools or other safety and/or transportation-related training for grantee's employees or volunteers. Eligible employee training expenses include: registration fees, tuition, books and materials for approved courses; travel, lodging and meals related to approved training activities;

fees for purchase or rental of Video or CD-ROM training or fees for participation in Internet or world wide web based training courses (excluding basic Internet service provider fees); and instructor fees and materials cost for approved courses. **Use object codes 31X for annual public transportation conference attendance and other non-training, administrative travel.**

G396 MANAGEMENT SERVICES

Cost of contracting with an outside agency for transit system management/administrative services.

G398 SECURITY SERVICES

Cost of guard and other services to protect property of project or for which project is liable.

G399 OTHER SERVICES

(Specify) Cost of any other service received by the project for its own benefit, not properly chargeable to another object of expenditure.

G400 FIXED CHARGES AND OTHER SERVICES

Includes payments for rentals, insurance, pensions, benefits, and other current expense.

G410 RENTAL OF REAL PROPERTY

Cost for the lease of space not owned by the project.

G411 RENT OF LAND

Cost of rental of land for exclusive use by the project.

G412 RENT OF BUILDING

Cost of rental for an entire building or facility for exclusive use by the project.

G413 RENT OF OFFICES

Cost of rental of office space for use by the transportation project. A signed lease agreement specifying the location, square footage, and monthly rental fee must be provided.

G419 OTHER RENTALS

(Specify) Cost of other rentals by the project for its own benefit, not properly chargeable to another object of expenditure.

G420 LEASE OF COMPUTER EQUIPMENT

Cost for the lease of computer hardware/software not owned by the project.

G421 LEASE OF COMPUTER HARDWARE

Cost to lease computer equipment for use by the transportation project.

G422 LEASE OF COMPUTER SOFTWARE

Cost to lease computer software for use by the transportation project.

- G430 LEASE OF OTHER EQUIPMENT
Cost for the lease of all equipment, other than computer equipment, not owned by the project.
- G431 LEASE OF REPRODUCTION EQUIPMENT
- G432 LEASE OF POSTAL METER
Includes cost to lease a postal meter. If a postal meter is used, do not budget postage (associated with postal meter) in line item 325.
- G433 LEASE OF COMMUNICATION EQUIPMENT
Includes radio, cable lines, and antennae.
- G439 LEASE OTHER EQUIPMENT
(Specify) Cost of other rentals by the project for its own benefit, not properly chargeable to another object of expenditure.
- G440 SERVICES AND MAINTENANCE CONTRACTS
Cost of contracts, covering specific periods of time for maintenance of owned or otherwise controlled equipment.
- G441 MAINTENANCE CONTRACTS – COMMUNICATIONS EQUIPMENT
Includes cost of annual maintenance contracts beyond the warranty periods for mobile and hand-held radios, telephones, or similar equipment.
- G442 MAINTENANCE CONTRACTS - OFFICE EQUIPMENT
Includes cost of annual maintenance contracts beyond the warranty periods for office equipment.
- G443 MAINTENANCE CONTRACTS - REPRODUCTION EQUIPMENT
Includes cost of annual maintenance contracts beyond the warranty periods for reproduction equipment.
- G444 MAINTENANCE CONTRACTS - VEHICLES
(Operating Department only)
- G445 MAINTENANCE CONTRACTS - COMPUTER EQUIPMENT
Includes cost of annual maintenance contracts beyond the warranty periods for computer equipment.
- G446 MAINTENANCE CONTRACTS - TIRES
(Operating Department only)
- G449 OTHER SERVICE AND MAINTENANCE CONTRACTS
(Specify) Cost of any other service received by the project for its own benefit, not properly chargeable to another object of expenditure.
- G450 INSURANCE AND BONDING
Cost of insurance on property or against specific or general liabilities of the project.

- G451 INSURANCE - PROPERTY AND GENERAL LIABILITY
Cost to insure property (i.e., buildings, facilities, and other structures) against damage/loss of use and general liability insurance coverage against injuries received by individuals while on the transportation project's premises.
- G452 INSURANCE – VEHICLES
Cost of vehicle insurance.
- G453 INSURANCE - FIDELITY
Cost of fidelity and surety bond coverage.
- G454 INSURANCE - PROFESSIONAL LIABILITIES
- G455 INSURANCE - SPECIAL LIABILITIES
- G460 DEPRECIATION
 - G461 DEPRECIATION--OFFICE EQUIPMENT
(Only the local share)
 - G462 DEPRECIATION--COMPUTER EQUIPMENT
(Only the local share)
 - G464 DEPRECIATION--MOTOR VEHICLES
(Only the local share)
 - G465 DEPRECIATION--OTHER EQUIPMENT
(Only the local share)
 - G468 DEPRECIATION--BUILDINGS/OTHER STRUCTURES
(Only the local share)
- G470 DONATED / CONTRIBUTED FACILITY SPACE
Fair market value of donations or in-kind contributions of facility space. In-kind contributions are eligible to be counted toward the local match only if the value of each is formally documented and supported; represents a cost which would otherwise be eligible under the project; and is allowed in the grant program requirements. The value of these donations/contributions is not reimbursable either as a direct or indirect cost. The value of the contribution must be reflected as both an expense and corresponding revenue in the grantee's accounting system.
- G471 DONATED / CONTRIBUTED FACILITY SPACE
Local accounting use only, not eligible for reimbursement. Refer to grant program guidance for eligibility and documentation requirements for use as in-kind match. (See corresponding Revenue Source Code 843).
- G480 INDIRECT COSTS
Amounts charged to the project or function on account of general and administrative services under a central or departmental indirect cost plan. Plans are subject to prior approval by the Department of Transportation.
- G481 CENTRAL SERVICES
Costs must be documented in an approved cost allocation plan. "Central service cost allocation plan" means the documentation identifying, accumulating, and allocating or developing billing rates based on the

allowable costs of services provided by an organization on a centralized basis to its departments and agencies. The cost of these services may be allocated or billed to users. Indirect costs include those that are incurred for a common or joint purpose benefiting more than one cost objective; not readily assignable to the cost objectives benefited, without effort disproportionate to the results achieved; and originating in each of the grantee's operating or organizational units (as well as those incurred by others in supplying goods, services, and facilities to each unit). Examples of indirect costs are operation and maintenance of buildings and expenses of unit heads and their immediate staff. Principles and standards for determining costs applicable to grants and contracts with grantees or other state or local agencies are presented in OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments, and OMB Circular A-122, Cost Principles for Non-Profit Organizations.

G490 OTHER FIXED CHARGES / CURRENT EXPENSES

G491 DUES AND SUBSCRIPTIONS

Annual membership dues in professional societies and subscriptions to technical and professional publications. Expenditures related to lobbying are unallowable pursuant to OMB Circular A-87, Cost Principles for State, Local and Indian Tribal Governments, and OMB Circular A-122, Cost Principles for Non-Profit Organizations.

G499 OTHER FIXED CHARGES / CURRENT EXPENSES

(Specify) Cost of any other fixed charges or current expenses of the transit system, not properly chargeable to another object of expenditure.

G500 CAPITAL OUTLAY

Includes outlays that result in the acquisition of or additions to fixed assets defined as Capital. (NOTE: Capital costs include delivery and installation.) OMB, FTA, and NCDOT require that grantees maintain equipment records that include:

- 1) A description of the equipment;
- 2) Manufacturer's serial number, model number, or other identification number;
- 3) Source of the equipment (project number);
- 4) Title holder;
- 5) Acquisition date;
- 6) Acquisition cost;
- 7) Information from which one can calculate the percentage of Federal and/or State participation in the cost of the equipment;
- 8) Location and condition of the equipment and the date the information was reported; and
- 9) Ultimate disposition data, including date of disposal and sales price. Equipment records must be retained for at least three (3) years after disposal of assets. A physical inventory at least every two years is also required. This count is to be reconciled to the agency's equipment records. Capital items should be classified under one of the following objects:

G510 OFFICE FURNITURE AND EQUIPMENT

G511 OFFICE FURNITURE

Cost of tables, desks, chairs, file cabinets, and related furniture for transportation offices or facilities.

G512 OFFICE EQUIPMENT

Cost of fax machines, copiers, calculators, and other equipment for transportation offices and facilities. Does not include computer hardware and software.

G513 AUDIO VISUAL EQUIPMEN

Includes the costs of overhead projector, TV, VCR, and audio/video projector ("light box" for use with PC), to be used for training purposes. (Use 514 for purchase of audio/video overhead projector WITH laptop.)

G514 MICRO PORTABLE PROJECTOR / LAPTOP

Includes the COMBINED cost of laptop (portable) computer **and** portable overhead audio/video projector ("light box" for use with laptop). May also include Microsoft Office software for laptop, accessories such as cable connectors, adapters, carrying cases, etc., when included with initial purchase. (Use 513 for purchase of audio/video overhead projector WITHOUT laptop.)

G520 TECHNOLOGY

G521 PERSONAL COMPUTER SYSTEM

Cost of desktop computer (CPU), monitor, keyboard, mouse, Microsoft Office software, and technical support contract expenses. DOES NOT INCLUDE COST OF LAPTOP (PORTABLE) COMPUTER

G522 PRINTER

Cost of network and/or non-network printers for use by the transit system.

G523 COMPUTER SOFTWARE

Cost of computer software for operating system and computer-based applications. COST OF SCHEDULING SOFTWARE IS LIMITED TO TECHNOLOGY DEPARTMENT

G524 TELEPHONE SYSTEM

New or replacement of ENTIRE telephone system – see Technology Plan for description. (TECHNOLOGYDEPARTMENT ONLY

G525 NETWORK SERVER

For use with NETWORK applications/programs

G526 MOBILE DATA DEVICES

See Technology Plan for description. (TECHNOLOGYDEPARTMENT ONLY)

G527 AUTOMATIC VEHICLE LOCATION

See Technology Plan for description. (TECHNOLOGYDEPARTMENT ONLY

- G528 DATA COMMUNICATION DEVICE
See Technology Plan for description. (TECHNOLOGYDEPARTMENT ONLY)
- G529 OTHER TECHNOLOGY
See Technology Plan for description.
- G530 NEW CONSTRUCTION AND LAND PURCHASE
Construction of new building for administrative, maintenance, transfer, or multi-modal purposes. Also, includes purchase of modular unit and land for construction.
- G531 NEW CONSTRUCTION OF TRANSIT FACILITY
New building construction including, but not limited to: General Construction, HVAC, Electrical and Plumbing.
- G532 PURCHASE OF MODULAR STRUCTURE
Purchase of Modular unit, Morton Building or similar.
- G533 LEGAL FEES, APPRAISAL, SURVEY
Fees associated with new construction or land acquisition, such as: survey, appraisal, title fees, closing costs
- G534 FEASIBILITY / ENVIRONMENTAL STUDY

Costs associated with securing a consultant to research potential land acquisition to determine appropriateness of site/project, analyze current/future needs, and compare options; and/or determine if there may be any environmental factors to be considered.
- G535 LAND ACQUISITION
Purchase of parcel of land for construction or placement of modular structure.
- G536 SITEWORK / GRADING
Pre-construction work including, but not limited to: removing debris, site prep, leveling land, protection of environment.
- G537 UTILITY WORK / HOOK-UPS
Costs associated with water, sewer, electrical or telephone lines or wiring required prior to or post-construction.
- G538 FENCING / LIGHTING
Exterior building and parking lot lighting. Fencing and gate to secure parking area for vehicles.

G539 LANDSCAPING / ACCESSWAY / SIGNAGE

Post-construction site work, such as sodding, seeding, soil erosion containment, and shrubbery planting. CONSTRUCTION OF RAMPS AND WALKWAYS MUST MEET ADA REQUIREMENTS. Permanent signs such as facility sign and accessible entrance signs.

G540 MOTOR VEHICLES FOR REPLACEMENT OF EXISTING VEHICLE

Motor vehicles for replacement of existing vehicles. Includes the cost of acquisition of rolling stock and related equipment needed to replace existing vehicles for an efficient and coordinated public transportation system.

G541 30- TO 40-FT TRANSIT BUS W/LIFT (REPLACEMENT)

12-year lift-equipped bus built as an integral unit.

G542 30- TO 40-FT TRANSIT BUS W/LIFT (REPLACEMENT)

10-year lift-equipped bus built as an integral unit.

G543 25-FT LIGHT TRANSIT VEHICLE (REPLACEMENT)

Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; NO LIFT; maximum capacity - 24

G544 22-FT LIGHT TRANSIT VEHICLE (REPLACEMENT)

Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; NO LIFT; maximum capacity - 20

G545 VAN CONVERSION (REPLACEMENT)

Modified standard van; raised roof; school bus door entry; lowered stepwell; NO LIFT; maximum capacity - 13 passengers.

G546 STANDARD VAN (REPLACEMENT)

Unmodified, standard production vehicle; maximum capacity 14 passengers.

G547 25-FT LIGHT TRANSIT VEHICLE W/LIFT (REPLACEMENT)

Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; maximum capacity - 19 passengers, depending on floor plan.

G548 LIFT-EQUIPPED CONVERSION VAN (REPLACEMENT)

Modified standard van; raised roof; school bus door entry; lowered stepwell; fully automatic lift (interior mount) or semi-automatic (exterior mount); maximum capacity - 14 passengers, depending on floor plan.

G549 CENTER-AISLE VAN (REPLACEMENT)

Modified standard van; flat roof, 13 or 14-passenger seating with center aisle access and side door entrance. NOTE: DOES NOT HAVE A RAISED ROOF.

G550 OTHER EQUIPMENT

G551 VEHICLE SPARE PARTS

Cost of spare parts for revenue producing vehicles. The spare part must have a unit cost of greater than \$300 and a useful life of more than one (1) year. Only available to systems with in-house maintenance facilities which maintain an inventory of spare parts.

G552 SHOP EQUIPMENT

Purchase of equipment for maintaining vehicles, including, but not limited to, motor hoist, tire balancer, etc.

G553 REPEATER STATION

G554 RADIO BASE STATION

G555 RADIO UNIT (MOBILE OR HAND-HELD)

G556 TELEPHONE EQUIPMENT

Individual telephone instruments (DOES NOT INCLUDE NEW OR REPLACEMENT TELEPHONE SYSTEMS – see 524); may include cellular (digital) phone (includes charger, battery, adapter, and/or other accessories).

G557 FAREBOXES

G558 TELEPHONE SYSTEM

G559 OTHER EQUIPMENT
(Specify)

G560 MOTOR VEHICLES FOR EXPANSION OF SERVICES

Includes the cost of acquisition of rolling stock and related equipment needed to expand capacity for an efficient and coordinated public transportation system.

G561 30 - TO 40-FT TRANSIT BUS W/LIFT (EXPANSION)
12-year lift-equipped bus built as an integral unit.

G562 30 - TO 40-FT TRANSIT BUS W/LIFT (EXPANSION)
10-year lift-equipped bus built as an integral unit.

G563 25-FT LIGHT TRANSIT VEHICLE (EXPANSION)
Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; NO LIFT; maximum capacity - 24

G564 22-FT LIGHT TRANSIT VEHICLE (EXPANSION)
Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; NO LIFT; maximum capacity - 20

- G565 VAN CONVERSION (EXPANSION)
Modified standard van; raised roof; school bus door entry; lowered stepwell; NO LIFT; maximum capacity - 13 passengers.
- G566 STANDARD VAN (EXPANSION)
Unmodified, standard production vehicle; maximum capacity 14 passengers.
- G567 25-FT LIGHT TRANSIT VEHICLE W/LIFT (EXPANSION)
Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; maximum capacity - 19 passengers, depending on floor plan.
- G568 LIFT-EQUIPPED VAN (EXPANSION)
Modified standard van; raised roof; school bus door entry; lowered step well; fully automatic lift (interior mount) or semi-automatic (exterior mount); maximum capacity - 14 passengers, depending on floor plan.
- G569 CENTER-AISLE VAN (EXPANSION)
Modified standard van; flat roof, 13 or 14-passenger seating with center aisle access and side door entrance. NOTE: DOES NOT HAVE A RAISED ROOF.

G570 OTHER MOTOR VEHICLES

- G571 MINI-VAN (REPLACEMENT)
Small van; standard production vehicle; maximum capacity -6 passengers.
- G572 MINI-VAN (EXPANSION)
Small van; standard production vehicle; maximum capacity - 6 passengers
- G573 ALLOWABLE ALTERNATE VEHICLE (SPECIFY REP/EXP)
Lift-equipped transit vehicle for transportation of children; includes one wheelchair station.
- G574 SUPPORT VEHICLE (SPECIFY REPLACEMENT OR EXPANSION)
Vehicle used for staff transportation.
- G575 20-FT LIGHT TRANSIT VEHICLE (SPECIFY REPLACEMENT OR EXPANSION)
Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; NO LIFT; maximum capacity - 13
- G576 22-FT LIGHT TRANSIT VEHICLE W/LIFT (REPLACEMENT)
Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; maximum capacity - 15 passengers, depending on floor plan
- G577 OTHER TRANSIT VEHICLE (SPECIFY REP/EXP)
Other transit-type vehicles not otherwise identified in UPTAS. Specify type

and if equipped with lift.

G578 20-FT LIGHT TRANSIT VEHICLE W/LIFT (SPECIFY REPLACEMENT OR EXPANSION)

Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; maximum capacity - 12 passengers, depending on floor plan.

G579 22-FT LIGHT TRANSIT VEHICLE W/LIFT (EXPANSION)

Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; maximum capacity - 12 passengers, depending on floor plan.

G580 FACILITY ACQUISITIONS AND IMPROVEMENT

G581 CONSTRUCTION / PROJECT MANAGEMENT SERVICES

A firm, team, or an individual acts as an extension of staff to the Owner and manages the entire project with pre-planning, design, construction, engineering and management expertise that can assure the best possible project outcome. This is not the same as a general contractor.

G582 FACILITY ACQUISITION

G583 BUS STOP SHELTERS / BENCHES

Enclosure and seating provided to passengers at bus stop. MUST MEET ADA REQUIREMENTS. REQUIRES PLAN APPROVAL by city or county regarding location.

G584 PARK AND RIDE LOTS

G585 BUS STOP SIGNS

G586 BUILDING SECURITY / SURVEILLANCE EQUIPMENT

Cost and installation of security systems and surveillance equipment for transit system's administrative or maintenance facility.

G587 PAVING / RESURFACING

G588 ENGINEERING & DESIGN SERVICES

Cost of architectural and engineering services required for construction or renovation projects.

G589 FACILITY IMPROVEMENT

May include complete renovation or limited improvements/repairs.

G590 OTHER IMPROVEMENTS AND CAPITAL OUTLAY

G591 VEHICLE LETTERING AND LOGOS

Cost of lettering and/or logos and the labor involved in having the transit system name, phone number, and/or logo applied to vehicles. Costs to be incurred by using a local vendor. Costs incurred by ordering lettering option offered by rolling stock vendor **excluded** (cost included with vehicle invoice, eligible under vehicle line item.)

G594 VEHICLE LEASE
(Non-participating cost.)

G595 SERVICE VEHICLE
(Specify Type and Replacement or Expansion) Vehicle used for maintenance needs or towing.

G596 VEHICLE SECURITY / SURVEILLANCE EQUIPMENT
Cost and installation of on-board security systems and surveillance equipment.

G597 CONTINGENCY (RESERVED FOR CONSTRUCTION PROJECTS)

G598 28-FT LIGHT TRANSIT VEHICLE W/LIFT (SPECIFY REP/EXP)
Body-on-chassis type vehicle (Cutaway van chassis); retaining the van-type cab; offering increased headroom and wide body; fully automatic lift; max. capacity - 22 passengers, depending on floor plan.

G599 OTHER CAPITAL
(Specify)

G600 CONTRACTS, GRANTS, SUBSIDIES AND ALLOCATIONS

This category includes all expenditures of monies appropriated by the project to any other entity and allocations of appropriations to some other entity for some designated public transportation program or project.

G610 PRIVATE OPERATOR CONTRACTS

G611 DIRECT PURCHASE OF SERVICE (PRIVATE)
Purchase of transportation services from a privately owned transportation provider.

G612 USER SIDE SUBSIDY
Purchase of service contract in which the passenger (user) pays for a portion of the full fare.

G613 PURCHASE OF PARATRANSIT SERVICE

G620 PURCHASED TRANSPORTATION SERVICES

G621 VOLUNTEER REIMBURSEMENT
Reimbursement to volunteers for mileage on personal vehicle for public transportation.

G640 PUBLIC OPERATOR CONTRACTS

G641 DIRECT PURCHASE OF SERVICE (PUBLIC)
Purchase of transportation services from a publicly owned transportation provider.

G690 OTHER CONTRACTS, GRANTS, AND SUBSIDIES

] G693 PAYMENT MADE ON COOPERATIVE AGREEMENTS
Amounts paid to another unit of government as the project's share of expenses for services rendered jointly by this project and other projects.

G700 DEBT SERVICE

Amounts paid for principal, interest and service charges on funded debt owed by the project.

G750 OTHER DEBT SERVICE

G751 SERVICES CHARGES

G752 CALL PREMIUMS

G800 TRANSFERS AND REFUNDS (CONTRA ACCOUNTS)

An account that reduces either an asset, liability or expense on balance sheet.

G820 INTERFUND TRANSFERS

Legally authorized transfer between funds receiving revenue to the funds through which the resources are to be expended. Example: transfer to the General Fund from and Enterprise Fund to finance General Fund expenditures.

G821 GENERAL FUND

G822 CAPITAL RESERVE FUND

G830 REIMBURSABLE TAXES

G832 NORTH CAROLINA SALES TAXES

G833 NORTH CAROLINA GASOLINE TAX REFUND

G834 COUNTY SALES TAXES

G835 FEDERAL EXCISE TAXES

G836 FEDERAL GASOLINE TAX REFUND

G839 OTHER TAXES

- G840 OTHER TRANSFERS AND REFUNDS
Expenses not eligible for subsidy and amounts received from insurance carriers for claims made by the project.
- G841 CHARTER EXPENSES
Expenses incurred as a result of operating vehicles in a charter service that is incidental as defined by the Section 5311 regulations.
- G842 GARAGE SERVICES
Expenses incurred as a result of repairing non-owned vehicles.
- G843 ADVERTISING EXPENSES
Expenses incurred in the course of soliciting or displaying advertising materials.
- G844 INSURANCE SETTLEMENTS
Amounts received from insurance carriers for claims made by the project.
- G847 INCOME FROM ELDERLY AND DISABLED TRANSP. ASST.PROG. (EDTAP)
Amounts charged to EDTAP for services provided.
- G849 OTHER CONTRA ACCOUNTS
- G870 RECEIVABLES WRITTEN OFF
- G873 BAD DEBTS—ENTERPRISE
- G879 BAD DEBTS--OTHER
- G880 INVENTORY CHANGES
Special account to maintain the perpetual inventory on the modified accrual basis of measurement.
- G881 PURCHASE FOR INVENTORY
Purchases to replenish inventory and maintain stock quantities at normal level.
- G882 ISSUES FROM INVENTORY
To be credited with cost of materials requisitioned from stock for use by department.

G900 CONTINGENCIES

- G990 BUDGETARY ACCOUNTING ONLY
- G991 CONTINGENCY / PROGRAM RESERVE
The amount of the contingency appropriation. Budget 5% of capital outlay (500 Series) total. (For local use only--DOT does not participate.)

R400 CONTRACT SERVICE REVENUE

Any third party contract whose primary purpose is to either generate revenue in connection with a transit related activity or to create business opportunities utilizing an FTA funded asset.

R411 Aging Program

R412 Department of Social Services

R413 Sheltered Workshop

R414 Mental Health Program(s)

R415 Health Department

R416 Community Action Program

R417 Head Start Program

R418 Daycare

R419 Medical

R420 Parks and Recreation

R421 Public/Private School

R422 Teen Parent

R423 Community Living Skills

R424 Hospital

R425 Community College

R426 College/University

R427 Aging Program Supplement

R428 Child Development

R429 Work First

R431 Blind Services

R432 Vocational Rehabilitation

R433 Community Services Block Grant

R434 Smart Start

R435 Agricultural Extension

R436 JTPA

R437 Nursing Home

R438 Rest Home

R439 Private Individual

R430 Other:

R440 Elderly and Disabled Transportation Assistant Program (EDTAP)

Miscellaneous Revenue and Income

R385 Advertizing Profits

R497 Investment Income

R811 Sale of materials and scrap

R821 Sale proceeds from fixed assets

R844 Cash Donations

R861 Rental income

R891 Other revenue not elsewhere classified

Local Match

- R264 Federal Vocational Rehabilitation
- R265 Federal Older Americans Act-Title III Fund
- R269 Other Non-DOT Grant (Specify)
- R362 State Operating – SMAP
- R364 State Operating – RGP
- R369 Non-Federal Grant (Specify)
- R372 Local Cash (List each source)