Hello Campus Community,

BFS would like to remind campus, starting July 1, 2023 the capitalization threshold for all non-sponsor funded capital asset purchases will change from $5,000 to $10,000.  The capitalization threshold will not change for any 53 account funded purchases (including items that are split-funded or purchased on a cost share account).  All previous assets created with the $5,000 threshold will remain active until disposal and will not be retired immediately. All pending open PO’s using the previous $5,000 threshold from the previous fiscal year will remain at the $5,000 threshold.

Thresholds for Intangible assets, Land Improvements, Leasehold Improvements, or Internally Developed software will not change.  Thresholds for modifications added within the same fiscal year will remain at $1,000.  Thresholds for modifications to existing assets created in previous fiscal years will now need to meet the $10,000 threshold, unless on a sponsor fund which remains at $5,000.

Kuali routing will continue as it currently does. Fiscal Officers are encouraged to help screen requisitions to ensure they are expensed or capitalized correctly. Fiscal Officers should have the capability to change object codes (Property Management cannot change object codes). Watch for split-funding with 53 funds, these will still have a $5,000 threshold.  If the purchase is on a Cost Share Account (CSA), we must follow the $5k threshold. If a purchase needs to be reclassified to a sponsored agreement or cost share account, and the purchase is in the current fiscal year, use the GLT document.  If the transaction is outside the current fiscal year, use the DI document.  Both document types allow you to create or modify assets.

Property Management will continue to be the final reviewer and would appreciate any help from the fiscal officers with screening.  We will be updating the FPI and Property documentation over the next few months.

Thank you,

Property Management Team