

**Guidelines for Determining Final Cash Position from a Balance Sheet
Statement of Governmental Funds**

The goal is to shift the modified accrual presentation to the cash basis for determining actual cash on hand at year-end.

Please use the audited figures from the combined balance sheet or balance sheet. Do not use other figures like those from the cash reconciliation pages.

The Final Cash Position is used to populate line 1 of the cash report and the estimated cash in the Operating Budget for the upcoming year. Once the Final Cash Position is entered into the Cash Module in OBMS 1) a BAR will auto generate and 2) the estimated cash of the upcoming year's Operating Budget will be auto populated.

Note: For line 1 of the cash report, utilize line 7 from the previous year's 6/30 cash report until the audit is available.

Assets	
START WITH	CASH & CASH EQUIVALENTS (“Unrestricted Cash,” “Restricted Cash,” “Cash Balance”)
ADD +	INVESTMENTS¹
ADD +	DUE FROM OTHER FUNDS (“Interfund Receivables”)
ADD +	CASH ON DESPOSIT (“Held Checks,” “Checks in Transit”)
ADD +	ONLY if accrued prior to 6/30 DUE FROM OTHER GOVERNMENTS (“Due from Grantor”)
IGNORE	ACCOUNTS / OTHER RECEIVABLE
IGNORE	INVENTORY
IGNORE	PREPAID
Liabilities	
SUBTRACT -	ACCRUED LIABILITIES (“Payroll Liabilities”)
SUBTRACT -	DUE TO OTHER FUNDS (“Interfund Payables”)²
SUBTRACT -	HELD CHECKS
SUBTRACT -	CASH/BANK OVERDRAFTS
IGNORE	ACCOUNTS PAYABLE
= FINAL CASH POSITION	

¹ Investments

These are short term investments with amounts invested for less than one year. Most often, these are amounts that are certificates of deposit or invested with the local government investment pool.

² Due from Other Funds ("Interfund receivables")

These amounts are related to requests for reimbursement. This is the partial amount expected to be in cash at the end of the year from reimbursements from the PED Fiscal Grants Management Bureau. The total amount of which this portion is taken is often termed "interfund receivables" or "due from other funds." These are the temporary loans on your cash report that must get paid back to the Operational fund. Please work to ensure the partial temporary loan(s) amount budgeted in cash is due from the PED Fiscal Grants Management Bureau.