



Rural Ambulance Service

Community Benefit & Financial Distress Toolkit

OVERVIEW

The Flex program is federally funded and administered by the Federal Office of Rural Health Policy (FORHP), Health Resources and Services Administration (HRSA), Department of Health and Human Services (HHS). Forty-five states apply annually and are awarded Flex Program funding.

The [45 states that have Flex Programs](#) use federal Flex funds to contract with subject matter experts to assist with addressing needs identified within their state. To evaluate the impact of the Flex Program, FORHP also supports the [Flex Monitoring Team \(FMT\)](#), a consortium of three university-based rural health research centers. Additionally, FORHP also supports technical assistance to the state Flex Programs via the [Technical Assistance and Services Center \(TASC\)](#), a program of the National Rural Health Resource Center.

This Rural Ambulance Service Community Benefit and Financial Distress toolkit was designed to bring together two methods that are in use by rural hospitals and states and translate them for use by rural ambulance services for the same purpose.

One method is for critical access and other rural hospital administrators to determine the financial benefit they provide to their communities when they have programs that are less financially stable. The other method was created by the FMT to predict the level of financial distress in rural hospitals based on their financial performance, reimbursement, and organizational and market characteristics

The development of this toolkit was funded by the Kansas and Ohio Flex Programs. The development of this guide to utilize the Rural EMS Community Benefit and Financial Distress toolkit was funded by TASC.

We are very pleased to offer you this **Rural Ambulance Community Benefit and Financial Distress Toolkit**.

This toolkit is an important tool for both Flex Programs and rural ambulance agencies. It walks the ambulance agency through identification of their activities, both with and without adequate funding, that are important to the community. This allows calculation of dollar amounts that can be shared with the community and existing or potential funders. The financial distress indicator component of the toolkit will allow state Flex Programs to further understand the financial stress of rural ambulance agencies so they can support activities and potentially develop resources that will help improve their financial standing.

Rural ambulance services are an essential component of rural health care systems. Finances are but one of the many challenges facing rural EMS agencies in the United States today. Rural EMS agencies also face such issues as recruitment and retention of qualified, trained human resources; increasing education and training requirements; increasing cost of equipment and increasing funding challenges, to name a few. Additionally, with capital and operating costs increasing and reimbursement decreasing, management of limited financial resources is becoming a more important component of rural ambulance service management and governance.

Thank you for participating in using this nationally standardized tool.

The Paramedic Foundation used a team of certified public accountants and an actuary that are familiar with both rural hospital and ambulance service operations and finance to develop this tool. The first version of the tool was alpha tested by two Kansas and two Ohio ambulance services. This has led to improvements that require additional beta testing that we are now asking ambulance agencies statewide in Kansas and Ohio to complete.

Your input regarding the time necessary and availability of data to complete the tool will be critical in further changing the product into its final version.

The toolkit consists of a Microsoft Excel spreadsheet for entry of information about the ambulance agency, its operation, and its finances. Parts of the toolkit may need input from others, such as training staff or a billing contractor. It will require some work to gather this information, but the results will be valuable for managing the ambulance service. The resulting community benefit that the agency provides should be shared with their community and with policy makers or funders. It is an important marketing message that if shared will help lay the groundwork for the continued success of the rural ambulance agency and improvement of its operations.

STOP: It is time to save the spreadsheet so that it is specific to your agency.

In the upper left part of Excel click on “File” and then “Save As...”. Choose a location on your computer or network to place the file. We recommend you save the file using a name that make sense to you, for example if you are the Acme Ambulance Agency use a filename such as “2019 Acme Community Benefit and Financial Distress Tool”.

If you leave the spreadsheet to gather information or to do an ambulance run, click Save in Excel, close the sheet, and then come back to the saved version to continue work. If you will engage other people in providing information, we recommend that you don’t send them the file you are working in. If they need a copy of the tool, send them a version that has a different filename than the file you are working in so that you don’t accidentally overwrite any work you do between sending them a request and receiving the answer in the form of a filled in spreadsheet.

Demographics:

What this tab does: This tab is where you report general information about your agency. The spreadsheet will open on the first tab which is where you will enter the demographic information about your agency.

Rural Ambulance - Data Collection Tool

GENERAL INFORMATION

(Please complete all fields highlighted in light orange.)

Ambulance Service Name:	
Agency State License #:	
State Medicaid Billing #:	
Medicare MPI:	
# of Employees:	
# of Volunteers:	
Contact Person:	
Contact Phone Number:	
Contact Email:	
Street 1:	
Street 2:	
City	
State	
Zip	

Ambulance Service Name: Use the name that your state EMS office knows your agency by

Agency State License #: If your state EMS licensing agency issues you a license number, report that number here. If no license number is issued by your state, leave blank.

State Medicaid Billing #: If your agency bills Medicaid, there is a provider number the Medicaid agency has assigned to you. The person or agency that sends your bills to Medicaid will know what this number is. If you do not bill Medicaid, leave blank.

Medicare MPI: If your agency bills Medicare, there is a provider number issued to your agency by Medicare. The person or agency that sends your bills to Medicare will know what this number is. If you do not bill Medicare, leave blank.

of Employees: Report the total number of people that directly support your agency. This will include paid and volunteer staff, administration, training staff and others.

of Volunteers: Of the number of employees listed in the previous input, how many of those

are volunteers? The definition of volunteer for the purpose of this tool is how you define a volunteer internally. You may consider personnel that are paid a stipend for being on call or transporting a patient a volunteer because they do not receive an hourly wage. Your state may have a specific definition of volunteers as being completely uncompensated. Use the definition that best matches how your agency would communicate to the public the number of volunteers that you have.

Contact person, phone number and email: Report the name and other information for the person that is the main contact for your agency regarding the completion of this tool. This might be the agency chief or the person that handles your business affairs. It should be the person that we can follow up with if we have questions about any of the information you are reporting.

STOP: *It is time to save your spreadsheet before moving to the next section.*

Activity Reporting:

What this tab does: This tab is where you report community benefit information about your agency. We will calculate your community benefit amount for you and provide you with the amount.

Category: Subsidized or Mission Driven Health Services

INSTRUCTIONS:

1. List the applicable activities for each category. Not all categories will apply to your service. Each category and examples of qualifying activities are defined in the glossary.
2. Add new lines for additional activities if necessary.
3. Enter information and data in the light orange cells, the dark orange will calculate for you. No input is necessary for the dark orange cells.

Subsidized or Mission Driven Health Services	Number of Encounters (Or Persons Served)	Number of Staff Hours	Direct Expenses	Direct Offsetting Revenue
Standby at fires			\$0.00	\$0.00
Standby at sporting events			\$0.00	\$0.00
Career fairs			\$0.00	\$0.00
Standby at county fair			\$0.00	\$0.00
"Take back" medication day			\$0.00	\$0.00
Medicare and Medicaid Write-offs			\$0.00	\$0.00
Bad debt			\$0.00	\$0.00
Activity 8			\$0.00	\$0.00
Activity 9			\$0.00	\$0.00
Activity 10			\$0.00	\$0.00
Activity 11			\$0.00	\$0.00
Activity 12			\$0.00	\$0.00
Total Subsidized or Mission Driven Health Services	0	0	\$0.00	\$0.00

Definitions:

Subsidized health services - Health care, such as emergency and trauma, behavioral health or renal dialysis services, provided at a financial loss because they meet community needs or, if not provided by the ambulance service would be unavailable in the community or would become the responsibility of government or another nonprofit.

The number of staff hours should be the total number of hours for the year each type of health service. For example, if you provided standby services at 3 fires and the first had 3 people for 4 hours, the second had 2 people standing by for 7 hours, and the third had 5 people for 1 hour, the number reported is $(3 \times 4 + 2 \times 7 + 5 \times 1)$ 31 hours for the year.

We have predetermined some areas where you may provide community benefit. These include:

- Unpaid standby at fires
- Unpaid standby at sporting events
- Career fairs
- Unpaid standby at county fair

- "Take back" medication day
- Medicare and Medicaid Write-offs
- Bad debt

You may have other activities that you do that fit into this category. If so, replace the “Activity #” wording with something you do. If you need more rows, contact Gary Wingrove.

This section asks you to identify the approximate number of people served and the number of staff hours required to serve them. Please include the total hours for all persons in your agency working on the project whether they are paid or not. You will also include other direct expenses (cash out of pocket), the actual expenses you may have had in staffing volunteers (stipends or hourly pay). You will provide the amount of “offsetting revenue”, such as a payment the event paid your agency to provide the work.

IMPORTANT DETAIL: This tab of the spreadsheet will quantify the “value of volunteers”. This is one of several sections of information that will lead to a total amount for Net Community Benefit.

Category: Community Health Services

Community Health Services	Number of Encounters (Or Persons Served)	Number of Staff Hours	Direct Expenses	Direct Offsetting Revenue
Bicycle helmet safety			\$0.00	\$0.00
Car seat clinics			\$0.00	\$0.00
Activity 15			\$0.00	\$0.00
Activity 16			\$0.00	\$0.00
Activity 17			\$0.00	\$0.00
Activity 18			\$0.00	\$0.00
Activity 19			\$0.00	\$0.00
Total Community Health Services	0	0	\$0.00	\$0.00

Definitions: Services such as community health education, support groups, transportation, fall prevention, smoking or weight-loss programs that are provided by an ambulance service for little or no fees to improve community health.

This section asks you to identify other community health services that you provide to the community. We have pre-populated this section with a couple of examples of community health services you might provide. These include:

- Bicycle helmet safety
- Car seat clinics

There is plenty of space in the spreadsheet for you to add additional community health services provided. This section also includes the volunteer value number from independentsector.org. Please do not change this amount, it is important as described above. In addition, you will report any offsetting revenue if it exists.

Category: Health Professions Education

Health Professions Education	Number of Encounters (Or Persons Served)	Number of Staff Hours	Direct Expenses	Direct Offsetting Revenue
EMT classes			\$0.00	\$0.00
Subsidize/scholarships for paramedic school			\$0.00	\$0.00
Ride alongs			\$0.00	\$0.00
Activity 23			\$0.00	\$0.00
Activity 24			\$0.00	\$0.00
Total Health Professions Education	0.00	0.00	\$0.00	\$0.00

Definitions: This section is about the education you provide to the public or first responders.

We have included the following categories of Health Professions Education: and there is room for you to include additional categories:

- EMT classes
- Subsidize/scholarships for paramedic school
- Ride alongs

Category: Community Building Activities

Community Building Activities	Number of Encounters (Or Persons Served)	Number of Staff Hours	Direct Expenses	Direct Offsetting Revenue
Community Education			\$0.00	\$0.00
Participate in Chamber of Commerce activities			\$0.00	\$0.00
Emergency medical responder training			\$0.00	\$0.00
Subsidize staff development with conference attendance			\$0.00	\$0.00
Sponsor community-wide events			\$0.00	\$0.00
In kind support of charities			\$0.00	\$0.00
Financial support of charities			\$0.00	\$0.00
Cost sharing support of 9-1-1 dispatch center			\$0.00	\$0.00
Activity 33			\$0.00	\$0.00
Activity 34			\$0.00	\$0.00
Activity 35			\$0.00	\$0.00
Activity 36			\$0.00	\$0.00
Total Community Building Activities	0	0	\$0.00	\$0.00

Definitions: Costs that the ambulance service incurs to support programs or activities intended to improve the overall community's strength and security. Typical activities include addressing homelessness and poverty, supporting economic development or environmental protection efforts, or improving public spaces through revitalization, art, streets or lighting, or graffiti removal.

We have included the following categories of Community Building Activities and there is room for you to include additional categories:

- Community Education
- Participate in Chamber of Commerce activities
- Emergency medical responder training
- Subsidize staff development with conference attendance
- Sponsor community-wide events
- In kind support of charities
- Financial support of charities
- Cost sharing support of 9-1-1 dispatch center

Category: Community Benefit Operations

Community Benefit Operations	Number of Encounters (Or Persons Served)	Number of Staff Hours	Direct Expenses	Direct Offsetting Revenue
Legal and postmortem blood draws			\$0.00	\$0.00
Health clinics at senior center			\$0.00	\$0.00
Treat - no transport runs			\$0.00	\$0.00
Activity 40			\$0.00	\$0.00
Activity 41			\$0.00	\$0.00
Total Community Benefit Operations	0	0	\$0.00	\$0.00

Definitions: Programs or activities that provide treatment and/or promote health and healing and tend to generate little profit or lose money; respond to needs of low income or underserved people; provide services that would not be provided or would need to be provided by the government or other nonprofits if the decision was based on financial terms; respond to public health needs; or involve education or research that furthers community health

We have included the following categories of Community Benefit Operations and there is room for you to include additional categories:

- Legal and postmortem blood draws
- Health clinics at the senior center
- Treat/no transport runs

STOP: It is time to save your spreadsheet before moving to the next section.

Revenue Reporting:

What this tab does: This tab is where you report revenue your agency receives.

Category: Patient Services

PATIENT SERVICE	2018	2017	2016
Self-Pay			
Medicare			
Medicaid			
Insurance			
Contracted - ALS			
Contracted - BLS			
Contracted - Other			
Late Charges			
Dispatch/Standby/Towing			
Activity 1			
Activity 2			
Activity 3			
Activity 4			
Activity 5			
Patient Service - Other			
TOTAL	\$0.00	\$0.00	\$0.00

Definitions:

Patient services – In this section you will report the revenue received for providing direct patient care.

Patient service revenue might come from a variety of sources. We have predetermined some areas where you may receive revenue. These include:

- Self-pay
- Medicare
- Medicaid
- Insurance
- Contracted ALS services
- Contracted BLS services
- Late payment charges
- Dispatch charges, standby fees, towing charges

You may have other activities that you do that fit into these sources so we have left you space to write in 5 additional specific areas and a space at the end for all other patient service revenue. If you use these spaces, please replace the word “activity” with something more specific.

Category: Other Services

OTHER SERVICES

Other Services

TOTAL

\$0.00	\$0.00	\$0.00

Definitions: None provided.

Use this section to report revenue that does not fit into any other provided category. If you need more rows, contact Gary Wingrove.

Category: Revenue and Collections**REVENUE AND COLLECTIONS**

Local Tax Receipts

State Tax Receipts

Other Tax Revenue

Collections

Collections - Revenues

Collections - Adjustments

Contractual Revenues - Other

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

Revenue and collections generally relate to an agency's ability to collect revenue from tax sources, from accounts that have been turned over to a collection agency or from contacts.

Revenue might come from a variety of sources. We have predetermined some areas where you may receive revenue. These include:

- Local tax receipts
- State tax receipts
- Other tax revenue
- Collection of payments
- Collection of revenues
- Collections from payment adjustments
- Collection of revenues from contracts

You may have other activities that you do that fit into this category. If you need more rows, contact Gary Wingrove.

Category: Contributions Received

CONTRIBUTIONS

Grants

Donations & Bequests

Endowment

Endowment - Revenues

Endowment - Interest

In-Kind Contributions

Contributions - Other

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

Contributions are a voluntary gift that may or may not be restricted to be used for a specific purpose.

We have predetermined some areas where you may receive contributions not related to providing patient care. These include:

- Grants
- Donations and bequests
- Endowment
- Endowment revenue
- Endowment interest
- In kind contributions (such as donated space)
- Other contributions that do not fit into one of the categories above

Category: Earnings on Investments

EARNINGS ON INVESTMENTS

Interest on Investments

Gain or Loss on Sale of Investment

TOTAL

0	0	0

Definitions:

Investment earnings is money that someone earns from an increase in the value of investments. It includes dividends paid on stocks, capital gains derived from property sales and interest earned on a savings or money market account.

We have predetermined some areas where you may receive investment revenue not related to providing patient care. These include:

- Interest on investments (e.g., savings accounts, stocks or bonds)
- Gains or loss on the sale of an investment

Category: Other

OTHER

Miscellaneous

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

No definition provided.

We have provided space for you to list revenues not otherwise categorized on the sheet.

STOP: It is time to save your spreadsheet before moving to the next section.

Expense Reporting:

What this tab does: This tab is where you report expenses your agency incurs.

Category: Employee and Volunteer

EMPLOYEE AND VOLUNTEER	2018	2017	2016
Administrative			
Ambulance Paid Staff - ALS			
Ambulance Paid Staff - BLS			
Ambulance Volunteer Staff - ALS			
Ambulance Volunteer Staff - BLS			
Mechanics			
Other Employee and Volunteer Expenses			
TOTAL	\$0.00	\$0.00	\$0.00

Definitions:

Payments made to individuals for services provided. Employee benefit costs will be reported in the Administration section below.

This is the area where you will report employee and volunteer wages and stipends. We have predetermined some areas where you may incur employee or volunteer costs. These include:

- Administration
- ALS and BLS paid staff
- ALS and BLS volunteer staff standby, pay per call, or stipends
- Mechanics
- Other employees or volunteers that aren't in a specific category on this sheet, such as dispatchers or janitors

Category: Patient Care

PATIENT CARE

Medical Supplies			
Gases (oxygen)			
Drugs			
Laundry & Linen			
Equipment Repair			
Minor Equipment			
Books & Periodicals			
Travel & Entertainment			
Uniforms			
Other Patient Care Expenses			
TOTAL	\$0.00	\$0.00	\$0.00

Definitions:

Patient care expenses are those items that you purchase in order to provide patient care. If services are donated by another entity are donated, please estimate the value of the donated service. For example, if the local hospital provides laundry services for no fee, estimate the cost you would have incurred had the service not been donated.

This is the area where you will report the costs associated with providing patient care. We have predetermined some areas where you may incur patient care costs. These include:

- Medical supplies
- Gasses (oxygen)
- Drugs
- Laundry and linen
- Equipment repair
- Minor equipment
- Books and periodicals
- Travel and entertainment
- Uniforms
- Other patient care expenses

Category: Dispatch

DISPATCH

Dispatch Supplies			
Dispatch Minor Equipment			
Telephone			
Radio Maintenance			
Radio Antenna (Total Monthly Fees)			
Cell Phone (Total Monthly Fees)			
Pager (Total Monthly Fees)			
Other Dispatch Expenses			
TOTAL	\$0.00	\$0.00	\$0.00

Definitions:

Dispatch expenses are those costs related to receiving requests for service and arranging for staff to respond, but not the cost of providing or receiving a dispatch service. Dispatch personnel costs should be included in the Employee and Volunteer section above, or a contract for dispatch services, such as from the sheriff, are reported under Administration expenses in the next section.

This is the area where you will report the costs associated with dispatching your crews. We have predetermined some areas where you may incur dispatch costs. These include:

- Dispatch supplies
- Dispatch minor equipment
- Telephone
- Radio Maintenance
- Radio antenna monthly fees (reported in aggregate for the entire year)
- Cell phone monthly fees (reported in aggregate for the entire year)
- Pager monthly fees (reported in aggregate for the entire year)
- Other dispatching expenses (such as payments to the sheriff or police for providing the service)

Category: Administration

ADMINISTRATION

Office Supplies			
Office Repair & Maintenance			
Office Minor Equipment			
Books & Periodicals			
Travel & Entertainment			
Administration Telephone			
Software Maintenance Contracts			
Service Contracts			
Management Contracts			
Claim Processing Contracts			
Dues & Memberships			
Licenses			
Donations			
Food			
Printing & Publication			
Advertising			
Employment Agencies			
Other Administration Expenses			
TOTAL	\$0.00	\$0.00	\$0.00

Definitions:

These are the administrative costs associated with providing service. Administration employee costs are reported in the Employee and Volunteer section above, costs not related to wages are reported here.

This is the area where you will report the costs associated with the administration of your agency. We have predetermined some areas where you may incur administrative costs. These include:

- Office Supplies
- Office Repair & Maintenance
- Office Minor Equipment
- Books & Periodicals
- Travel & Entertainment
- Administration telephone
- Software maintenance contracts
- Service contracts
- Management contracts
- Claim processing contracts
- Dues and memberships
- Licenses

- Donations
- Food
- Printing and publication
- Advertising
- Employment agencies
- All other administrative expenses

Category: Insurance and Taxes

INSURANCE AND TAXES

Worker's Compensation

Unemployment Tax

FICA Tax

General Liability Insurance

Professional Liability Insurance

Umbrella Coverage

Health Insurance

Pension Plan

Other Insurance & Taxes

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

This section records your costs for various insurance and taxes. The cost of all employee benefits is included here.

This is the area where you will report the costs associated with insurance and taxes for your agency and staff. We have predetermined some areas where you may incur insurance and tax costs. These include:

- Worker's Compensation
- Unemployment Tax
- FICA Tax
- General Liability Insurance
- Professional Liability Insurance
- Umbrella coverage
- Health insurance
- Pension plans
- All other insurance and taxes

Category: Fees

FEES

Physician/Medical Director Fees
Accounting Fees
Legal Fes
Collection Agency Fees
Consulting Fees
Other Fees

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

This section is for fees that you pay non-employee experts that aid the operation of your agency.

This is the area where you will report the costs associated with fees that you pay. We have predetermined some areas where you may incur fee costs. These include:

- Physician/Medical Director Fees
- Accounting Fees
- Legal Fes
- Collection Agency Fees
- Consulting Fees
- All other fees

Category: Buildings

BUILDING

Facilities Supplies & Services
Building Maintenance
Property Taxes
Utilities
Housekeeping
Laundry - Non Patient Care
Property Insurance
Other Building Expenses

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

None provided.

This is the area where you will report the costs associated with buildings you own or rent. We

have predetermined some areas where you may incur building costs. These include:

- Facilities Supplies & Services
- Building Maintenance
- Property Taxes
- Utilities
- Housekeeping
- Laundry not related to patient care
- Property insurance
- All other building expenses

Category: Vehicles

VEHICLES

Vehicle Gas & Oil

Vehicle Repairs

Other Vehicle Expenses

TOTAL

\$0.00	\$0.00	\$0.00

Definitions:

None provided.

This is the area where you will report the costs associated with vehicles you own or lease. We have predetermined some areas where you may incur vehicle costs. These include:

- Vehicle Gas & Oil
- Vehicle Repairs
- Other Vehicle Expenses

STOP: It is time to save your spreadsheet before moving to the next section.

Balance Sheet:

What this tab does: This tab is where you report or create a Balance Sheet. A balance sheet is a statement of the assets, liabilities, and capital of a business or other organization at a particular point in time, detailing the balance of income and expenditure over the preceding period.

Category: Assets

ASSETS	2018	2017	2016
Current Assets			
Cash and cash equivalents			
Patient and other accounts receivable, less allowance for doubtful accounts			
Supplies inventory			
Prepaid expenses			
Total current assets			

Definitions:

None provided.

This is the area where you will report the value of your assets. We have predetermined some areas where you may have assets. These include:

- Cash and cash equivalents (such as stocks or bonds)
- Collectible but yet unpaid patient charges
- Value of the inventory of supplies
- Any prepaid expenses (such as monthly rent paid on an annual basis)

Category: Capital Assets

Capital assets

Land			
Communication equipment			
Data processing equipment and software			
Office furniture and equipment			
Buildings and improvements			
Ambulance fleet			
Less accumulated depreciation			
Total capital assets			

Definitions:
None provided.

This is the area where you will report the value of your capital assets, which are the things you own (or are making payments on) that cost more than \$5,000 and are expected to last 5 or more years. We have predetermined some areas where you may have capital assets. These include:

- Land
- Communication equipment, such as base stations
- Data processing equipment and software
- Office furniture and equipment
- Buildings and improvements to buildings
- Ambulance fleet
- Less accumulated depreciation – the amount of the asset that has already been consumed. For example, if an ambulance is replaced after 10 years and is 5 years old, one-half of its cost has been “depreciated” and is subtracted from the asset cost on this line.

Category: Liabilities: Current Liabilities

LIABILITIES

Current Liabilities

Accounts payable and accrued liabilities

Current portion of long-term note payable

Unearned revenue

Total current liabilities

Definitions:
None provided.

This is the area where you will report the value of your liabilities, which are the things you owe to others. We have predetermined some areas where you may have current liabilities. These include:

- Accounts payable but not yet paid
- The current portion of long-term loans “(the amount you pay on your loan this year)
- Unearned revenue (i.e., the amount you have been paid by someone else in advance for this year.)”

Category: Deferred Property Tax Revenue

Deferred property tax revenue

--	--	--

Definitions:

None provided.

This is the area where you will report the value of deferred tax revenue. Some states or locales allow for the deferral of the payment for taxes by individuals or organizations, which can result in your agency being due tax revenue that has not yet been collected.

Category: Noncurrent Liabilities: Long term notes payable

Noncurrent liabilities

Long-term note payable

Total noncurrent liabilities

Definitions:

The term long-term notes payable refers to an agreement a company enters into with another party, which includes a formal written promise to pay pre-determined amounts on specific dates. To be categorized as a long-term note payable, the maturity of the note must be longer than one year or operating cycle.

Category: Net Position

NET POSITION

Net Investment in Capital Assets

Restricted for Emergencies

Unrestricted

Total Net Position

Definitions:

Net Investment in Capital Assets

The net investment in capital assets component includes:

- Capital assets less accumulated depreciation and outstanding balances of bonds, mortgages, notes or other borrowings attributable to the acquisition, construction, or improvement of those assets.
- Deferred outflows of resources and deferred inflows of resources attributable to the acquisition, construction, or improvement of those assets, or related debt.

For Example: The value of buildings, computer equipment, machinery and vehicles minus the depreciation of those products over time.

Restricted Net Position

Restricted net position consists of restricted assets less liabilities and deferred inflows of resources related to those assets.

For Example: Generally, resources such as grants, contributions, donations, or bond proceeds that were received or earned with an explicit understanding with the donors that those funds be used for a specific purpose would be considered restricted net assets.

Unrestricted Net Position

Unrestricted net position is the residual amount of the net position not included in the net investment in capital assets or the restricted net position.

For Example: Donations to the organization that can be used for general expenses or any other legitimate purpose of the organization.

STOP: It is time to save your spreadsheet.