ACFR Excel Taxonomy Guide

Viewing the Taxonomy

To make it easier to view and review, the taxonomy is broken down into different sections that correspond to different parts of financial statements. The excel file is split into 9 worksheets that detail different sections of the taxonomy. Each page is set up with the same column headers. The worksheets and column headers are outlined below.

The excel file can be downloaded here.

Pages

Government Wide

The first page of the Excel taxonomy reflects both government-wide financial statements (full accrual): the **Statement of Net Position** and the **Statement of Activities**.

Governmental Funds

The second page of the Excel taxonomy reflects the governmental funds statements (modified accrual): the **Governmental Funds Balance Sheet** and the **Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances**.

Proprietary Funds

The third page of the Excel taxonomy reflects the proprietary funds statements: the **Proprietary Funds Statement of Net Position**, **Proprietary Funds Statement of Revenues, Expenses, and Changes in Fund Balances**, and the **Proprietary Funds Statement of Cash Flow**.

Pension OPEB

The fourth page of the Excel taxonomy reflects additional **Pension and OPEB** information reported in the footnotes of financial statements.

Capital Assets

The fifth page of the Excel taxonomy reflects additional **Capital Assets** information reported in the footnotes of financial statements.

LT Debt

The sixth page of the Excel taxonomy reflects additional **Long Term Debt** information reported in the footnotes of financial statements.

Document and Entity

The seventh page of the Excel taxonomy contains identifying data such as local unit name, date of end of fiscal year, name of auditor, etc..

F-65

The eighth page of the Excel taxonomy lists all of the data elements/concepts found in the Michigan F-65 report. Note that many of these elements are also included in other parts of the taxonomy.

Form 5572

The last page of the Excel taxonomy lists all of the data elements/concepts found in the Michigan Form 5572 Retirement System Annual Report (Pension/OPEB). Note that many of these elements are also included in other parts of the taxonomy.

Column Headers

The columns are standardized across sheets. Most of these columns you will not need to review. We suggest focusing on the Label, Name, Documentation, F-65/Chart of Accounts, and Reference columns.

Label

This is the title of the concept as shown on the taxonomy. For this review period, please ignore the contents in brackets, ie. [Member], [Axis].

Name

This is the name of the concept.

Period Type

Either indicates if the concept is instant or if there is duration.

Balance

Shows if the monetary value is through debit or credit.

Documentation- English

Details the definition or description of each concept.

Labels for Michigan F-65 Form- English

Shows the corresponding label found on the F-65 form, where applicable.

Labels for Michigan 5572 Pension and Healthcare (OPEB) Report

Shows the corresponding label found on Form 5572, where applicable

Michigan Chart of Accounts

Shows the corresponding reference to the Michigan Chart of Accounts, where applicable.

Reference

Details GASB or other official references documenting/defining the concept.

Reviewing and Providing Comments

Step 1: Open the Taxonomy and Reference ACFR

The taxonomy covers 8 statements, footnotes, and forms, and therefore holds many concepts. It is available for review in a [downloadable Excel file](). To review the taxonomy, we suggest comparing it to an ACFR report that you are familiar with, ie: one that you have worked on or reviewed previously.

Step 2: Use the ACFR to Search

Use the ACFR that you have open, and compare it to the taxonomy in the Excel worksheet (to better understand how the taxonomy is laid out, details and descriptions are listed above). We suggest verifying that concepts found in your ACFR are also correctly included and defined in the taxonomy.

Step 3: Report any Inconsistencies

Use the Feedback Reporting form provided by CLOSUP to provide feedback such as comments about missing or wrong concepts, definitions that are incorrect, missing references, or other issues you see within the taxonomy.