

# CO-59 Reporting using STARS



## Overview

The purpose of this job aid is to assist the user in filling out the CO-59 Asset Management GAAP Reporting Form. We will be utilizing the State Analytical Reporting System in conjunction with EPM reporting queries.

## Navigation

**Core-CT Home > STARS**

After signing into Core-CT, click the STARS tab.

The screenshot shows the Core-CT user interface. At the top, there is a navigation bar with 'Home', 'HRMS Worklist', 'FIN Worklist', 'Add to My Links', and 'Sign out'. Below this is a search bar and a 'My Links' dropdown menu. The main navigation area includes tabs for 'My HR', 'Finance', 'Core-CT Help', and 'STARS'. The 'STARS' tab is highlighted with a red box. The main content area is divided into several sections: 'Personal Information', 'Time and Labor', 'Payroll', 'Benefits', 'Pension', 'Core-CT News', and 'My Reports'. The 'Personal Information' section includes links for 'Personal Information Summary', 'Home and Mailing Address', 'Phone Numbers', 'Email Addresses', 'Emergency Contacts', 'Name Change', and 'Ethnic Groups'. The 'Time and Labor' section includes 'Timesheet', 'Payable Time Summary', and 'Payable Time Detail'. The 'Payroll' section includes 'View Paycheck Information', 'View W-2/W-2c Forms', and 'W-2/W-2c Consent'. The 'Benefits' section includes 'Benefits Summary', 'Health Care Summary', 'Dependent/Beneficiary Coverage', 'Benefits Enrollment', and 'Life Events'. The 'Pension' section includes 'Self-Service Pension Links' and 'Pension Estimates'. The 'Core-CT News' section includes 'Employee News', 'Finance News', and 'HR News'. The 'My Reports' section includes a table with columns 'Report' and 'Folder'.

Report	Folder
AMDP2200	General
	2019-03-21-09.04.0

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**Business Unit:** DMS01  
**Ledger Name:** (Blank)  
**Fiscal Year:** 2018  
**As of Accounting Date:** (Blank)

Asset Category	Prior Year Balance	Current Cost Adds	Current Cost Deletes	Current Period Balance	Accumulated Depreciation Adds	Accumulated Depreciation Deletes	Depreciation Total
BUILD	269,029,464.42	191,409.11	(85,891.70)	269,139,221.83	3,730,118.74	(30.04)	3,730,088.70
CONTR	103,261.48	53,149.89	(136,413.37)	(79.00)	0.00	0.00	0.00
CONST	0.00	0.00	0.00	0.00	0.00	0.00	0.00
DCEQP	10,711,947.77	20,946.88	(6,300.00)	10,729,777.63	1,094,874.53	(19.23)	1,094,855.30
DDEQP	32,717,932.71	1,468,543.03	(3,635,106.72)	30,551,369.02	3,799,075.95	(94,948.35)	3,744,127.60
DSOFT	1,936,885.56	0.00	0.00	1,936,885.56	345,646.62	0.00	345,646.62
EASE	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIP	41,684,870.68	1,568,174.13	(3,570,902.91)	39,682,142.30	1,737,287.18	(1,910,878.27)	726,408.99
IMPRO	615,553.24	0.00	0.00	615,553.24	30,799.91	0.00	30,799.91
LAND	15,729,491.00	0.00	0.00	15,729,491.00	0.00	0.00	0.00
LEASR	521,111.18	1,028,478.17	(7,581.87)	2,423,007.48	1,028,394.96	(383.29)	1,028,011.67
LSOFT	13,492,728.55	3,890.00	(40,077.00)	13,446,491.55	502,713.69	(20,203.10)	472,510.44
SOFT	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Grand Total</b>	<b>386,544,048.59</b>	<b>5,214,144.15</b>	<b>(7,552,253.13)</b>	<b>384,205,939.61</b>	<b>12,228,911.60</b>	<b>(1,086,417.72)</b>	<b>11,142,493.88</b>

**Financials vs Non Financials**  
 Run on: 3/21/2019 9:53:02 AM

Profile ID	Non Financial Asset	Financial Asset
BUILDINGS	0	0
CONTRACTS	0	109
EQUIPMENT	2563	0
LAND	3	1176
LEASEHOLD	0	28
LEASEHOLD	0	3
LEASEHOLD	0	4
INSTRUMENT	27	385
INSTRUMENT	1	43
INSTRUMENT	0	153
INSTRUMENT	99	2717
INSTRUMENT	8	165
INSTRUMENT	0	201
INSTRUMENT	0	137
SOFTWARE	2	214
<b>Grand Total</b>	<b>2665</b>	<b>4467</b>

**Business Unit**

Enter business unit.

**Ledger Name**

Leave blank.

**Fiscal Year**

Enter reporting fiscal year.

**As of Accounting Date**

(Optional) Enter as of accounting date. This will return data for all transactions done on or before the accounting date selected.

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EPM Query CT_CORE_FIN_AM_COST_POS				EPM Query CT_CORE_FIN_AM_COST_NEG			
Unit	Category	Trans Type	Sum of Amount	Unit	Category	Trans Type	Sum of Amount
DASM1	BUILD	ADD	\$ 125,827.11	DASM1	BUILD	RET	\$ (85,851.70)
DASM1	BUILD	RCT	\$ 65,582.00		<b>BUILD Total</b>		<b>\$ (85,851.70)</b>
	<b>BUILD Total</b>		<b>\$ 191,409.11</b>	DASM1	CNTRL	RCT	\$ (76,875.16)
DASM1	CNTRL	ADD	\$ 50,809.55	DASM1	CNTRL	RET	\$ (79,538.17)
DASM1	CNTRL	ADJ	\$ 2,340.30		<b>CNTRL Total</b>		<b>\$ (156,413.33)</b>
	<b>CNTRL Total</b>		<b>\$ 53,149.85</b>	DASM1	DCEQP	RET	\$ (6,320.00)
DASM1	DCEQP	ADD	\$ 372.60		<b>DCEQP Total</b>		<b>\$ (6,320.00)</b>
DASM1	DCEQP	ADJ	\$ 20,177.26	DASM1	DPEQP	ADD	\$ (1,920.00)
	<b>DCEQP Total</b>		<b>\$ 20,549.86</b>	DASM1	DPEQP	ADJ	\$ (58,653.89)
DASM1	DPEQP	ADD	\$ 1,065,375.05	DASM1	DPEQP	RCT	\$ (3,840.00)
DASM1	DPEQP	ADJ	\$ 344,543.20	DASM1	DPEQP	RET	\$ (3,620,692.83)
DASM1	DPEQP	RCT	\$ 38,538.24		<b>DPEQP Total</b>		<b>\$ (3,685,106.72)</b>
DASM1	DPEQP	REI	\$ 17,320.78	DASM1	EQUIP	ADD	\$ (928.00)
DASM1	DPEQP	RET	\$ 2,765.76	DASM1	EQUIP	RCT	\$ (1,991,989.04)
	<b>DPEQP Total</b>		<b>\$ 1,468,543.03</b>	DASM1	EQUIP	RET	\$ (1,544,930.93)
DASM1	EQUIP	ADD	\$ 1,291,840.32	DASM1	EQUIP	TRF	\$ (33,054.54)
DASM1	EQUIP	ADJ	\$ 28,392.00		<b>EQUIP Total</b>		<b>\$ (3,570,902.51)</b>
DASM1	EQUIP	RCT	\$ 76,875.16	DASM1	LIMPR	RET	\$ (7,581.87)
DASM1	EQUIP	REI	\$ 42,717.72		<b>LIMPR Total</b>		<b>\$ (7,581.87)</b>
DASM1	EQUIP	TRF	\$ 128,348.93	DASM1	LSOFT	ADD	\$ (1,920.00)
	<b>EQUIP Total</b>		<b>\$ 1,568,174.13</b>	DASM1	LSOFT	RCT	\$ (5,760.00)
DASM1	LIMPR	ADD	\$ 14,849.37	DASM1	LSOFT	RET	\$ (32,397.00)
DASM1	LIMPR	RCT	\$ 1,893,628.80		<b>LSOFT Total</b>		<b>\$ (40,077.00)</b>
	<b>LIMPR Total</b>		<b>\$ 1,908,478.17</b>		<b>Grand Total</b>		<b>\$ (7,552,253.13)</b>
DASM1	LSOFT	RCT	\$ 3,840.00				
	<b>LSOFT Total</b>		<b>\$ 3,840.00</b>				
	<b>Grand Total</b>		<b>\$ 5,214,144.15</b>				

## Comparing values from Stars to the CO-59

The STARS CO-59 report includes all information necessary to complete the CO-59. If an agency's actual balance differs from this report, an explanatory note should be including describing the reason for the variance. The true cost should always be reported on the CO-59.

It is important to remember that period 12 of the fiscal year must be closed before the report will return transactions made in that year. Every period is closed near the 10<sup>th</sup> day of the next month. See the fiscal year end instructions for the exact date.

Stars Column	CO-59 Column	Description
Prior Year Balance	(2) Prior Year's Balance	Balance from last year's CO-59
Current Cost Adds	(3) Additions	Capital additions in current FY
Current Cost Deletes	(4) Deletions	Capital deletions in current FY
Current Period Balance	(5) Current Balance	Current balance as of 06/30/xx