Capitalization Thresholds

- The following dollar amounts are used as a threshold to help determine if an item is governed by these procedures. There may be items that do not meet the threshold amount, but the University Administration has elected to require similar tracking for risk management purposes. The Business Services Office has the responsibility to make the final determination if tracking of any asset is required and bound by these procedures. However, it is recommended that each department keep a record of University owned property that does not meet these thresholds. The record is beneficial in maintaining details of warranty, damage, theft, or other loss.

  - Buildings - $100,000
  - Building Improvements - $100,000
  - Capital Equipment - $5,000
  - Infrastructure - $100,000
  - Inventorial Property – At the discretion of the Business Services Office
  - Land – All
  - Library Books – All
  - Works of Art - $2,000 unless it meets the requirements below.

  - Works of art are not capitalized as long as they meet the following requirements:

    - They are held for public exhibition, education, or research in furtherance of public service, rather than financial gain.
    - They are protected, cared for and preserved; AND
    - If sold, the proceeds from the sale are required to be used in the acquisition of other works of art.