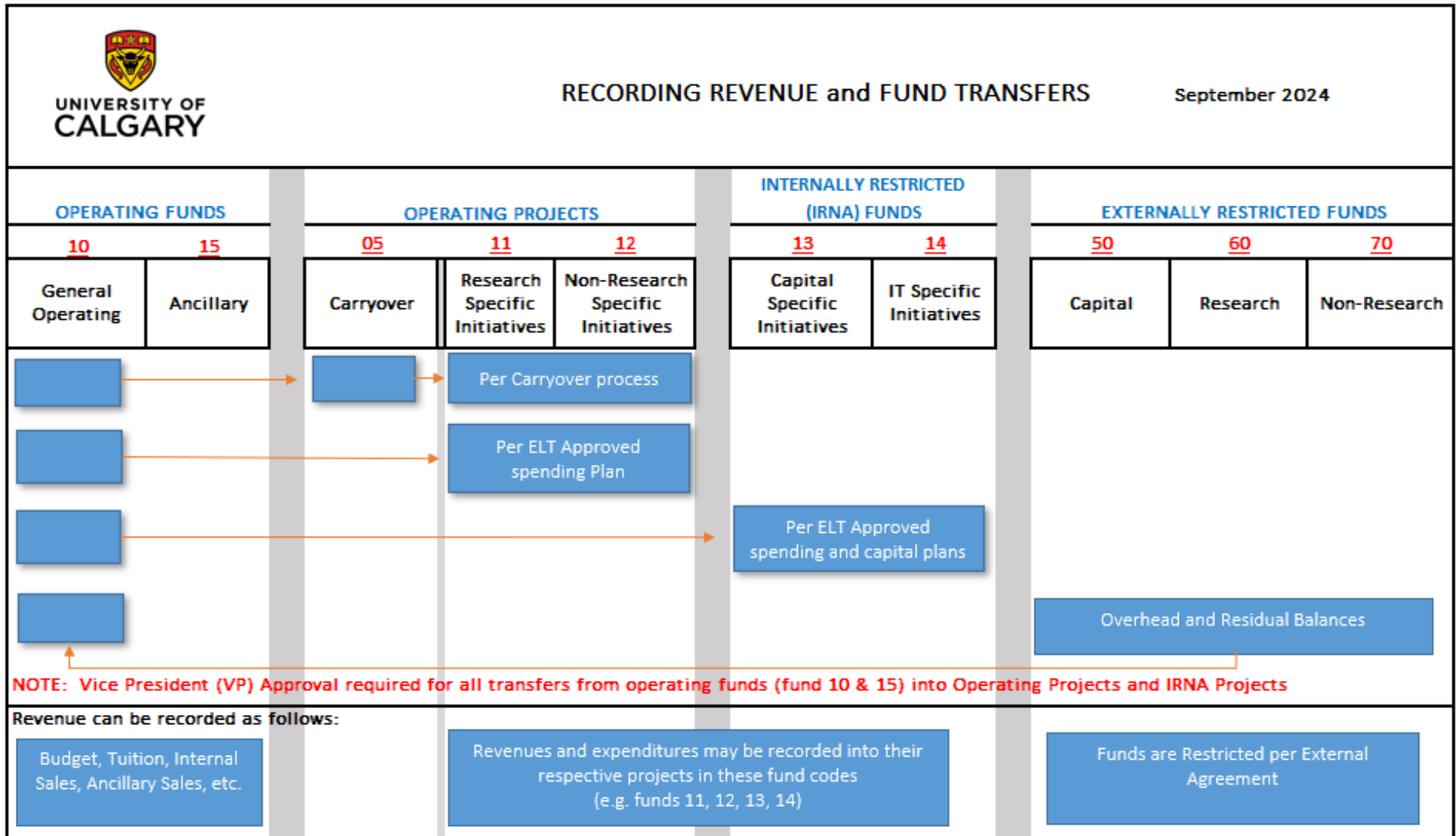


Classification	Fund Code & Description		Definition & Usage	Special Considerations	Transfer Rules	Vice President Approvals Required
Operating	10	General Operations	Used to manage unrestricted operating funds that are subject to board approval in support of the university's core activities: teaching, research, public service	Approved overhead and residual balances transfers from Externally Restricted can only be posted to Fund 10	Funds can be transferred to IRNA and Operating Projects	Vice President 1. Transfers into Operating & IRNA Projects
	15	Ancillary	Used to manage the operations of university supplementary activities such as Parking Services, Bookstore, Residence, etc.	Finance consultation required for transfers to/from	Funds cannot be transferred to balance operating budgets or to externally restricted projects	
Operating Projects	05	Carryover	Year-end net operating balances for units are transferred into this fund temporarily until decisions are made through the Carryover Process. No direct spending is allowed in this fund	A spending plan must be submitted in accordance with the Carryover Process and approved by Budget Team.	Funds transferred to Operating Projects per the approved Carryover spending plan	Vice President 2. Transfers into IRNA funds 3. Transfer into Operating projects 4. Project Creation 5. Project Extensions
	11	Research	Used to manage non-externally restricted agreements including clinical trials, start-ups, research allowances, conferences, matching and fee for service.	Max End Date – End Date per agreement or 3 years	Funds can be transferred from fund 10 or 15 with VP approval	
	12	Non-Research			Funds can be transferred within Operating Projects funds	
	18	Research	No new projects will be created in Fund 18/19 [all projects to be transition to fund 11 or fund 12]	Max End Date – End Date per agreement or 3 years	Transfer to Fund 11 or 12 only	
	19	Non-Research				
Internally Restricted Net Assets (IRNA)	13	Capital	Used to manage funds for Vice President or Board approved Capital and IT projects.	Max End Date – End Date per Approval for Expenditure AFE	Funds can be transferred from fund 10 or 15 with VP approval and after the AFE has been signed.	
	14	IT	Funds 13 and 14 must have an approval AFE in place before the project is set up.		Funds can be transferred within IRNA funds	
Externally Restricted (Deferred Revenue)	50	Capital	Used to manage external agency sourced donation or grant funds that are subject to restrictions on the use of the funds. Type of funds not allowed: Fee for Service, Clinical Trials, Tuition, inter department billings (IDB) that is unrestricted revenue	Supported with third party (external donor or granting agency) documentation specifying fund use restrictions. Corrections between projects require all impacted project holder's approval. End Date per Agreement	Transfers such as for overhead or residual balances can be transferred to Operating fund 10 only after all restrictions have been removed	Vice President 1. Transfer to Operating fund 10 re: Overheads
	60	Research				
	70	Non-Research				



Fund Definitions and Transfer Rules

September 2024



FUNDS TRANSFER MATRIX September 2024

From To	Externally Restricted			Operating Projects					Internally Restricted (IRNA)		Operating	
	Fund 50 Capital	Fund 60 Research	Other Fund 70	Fund 5 Carryover	Fund 11 Research Specific Initiatives	Fund 12 Non-Research Specific Initiatives	Fund 18 Research Directed	Fund 19 Non-Research Directed	Fund 13 Capital Specific Initiatives	Fund 14 IT Specific Initiatives	Fund 10 General Operating	Fund 15 Ancillary
50	Y	Y	Y									
60		Y	Y									
70		Y	Y									
5				Y							Y	Y
11		Y*	Y*	Y	Y	Y	Y				Y	
12		Y*	Y*	Y	Y	Y		Y			Y	Y
13									Y	Y	Y	Y
14									Y	Y	Y	Y
18***												
19***												
10	Y**	Y**	Y**	Y	Y	Y			Y	Y	Y	
15												Y

Definition:

Transfer: a transaction to move funds that are not associated with a specific originating transaction (i.e.) project balance

NOTES:

Externally Restricted:

- 1) Transfers must be in compliance with the project agreement
- 2) *Transfer to Fund 11 & 12: to fund conferences. Transfer must be reviewed by Research Accounting and Financial Reporting
- 3) **Transfer to Fund 10: Residual Balances (agency restrictions removed), Overhead Charges, Cost Recoveries

Operating Projects:

Project Approvals:

- 1) VP Approval required to transfer from Fund 10 to Operating Projects
- 2) VP Approval required to set up an Operating Project and to extend an Operating Project

Internally Restricted Net Assets (IRNA):

Project Approvals:

- 1) VP Approval required to transfer from Fund 10 to IRNA
- 2) VP Approval required to set up an IRNA Project and to extend an IRNA Project

Fund Details:

- 1) ***Fund 18 and 19 - All new research projects will be created in Operating Projects funds 11 or 12.
- 2) Fund 11 -14 - VP/Board approved transfers - Revenues and expenditures may be recorded into their respective projects in these fund codes.

Y within funds - subject to Fund, Project and/or transaction type restrictions

updated: September 2024