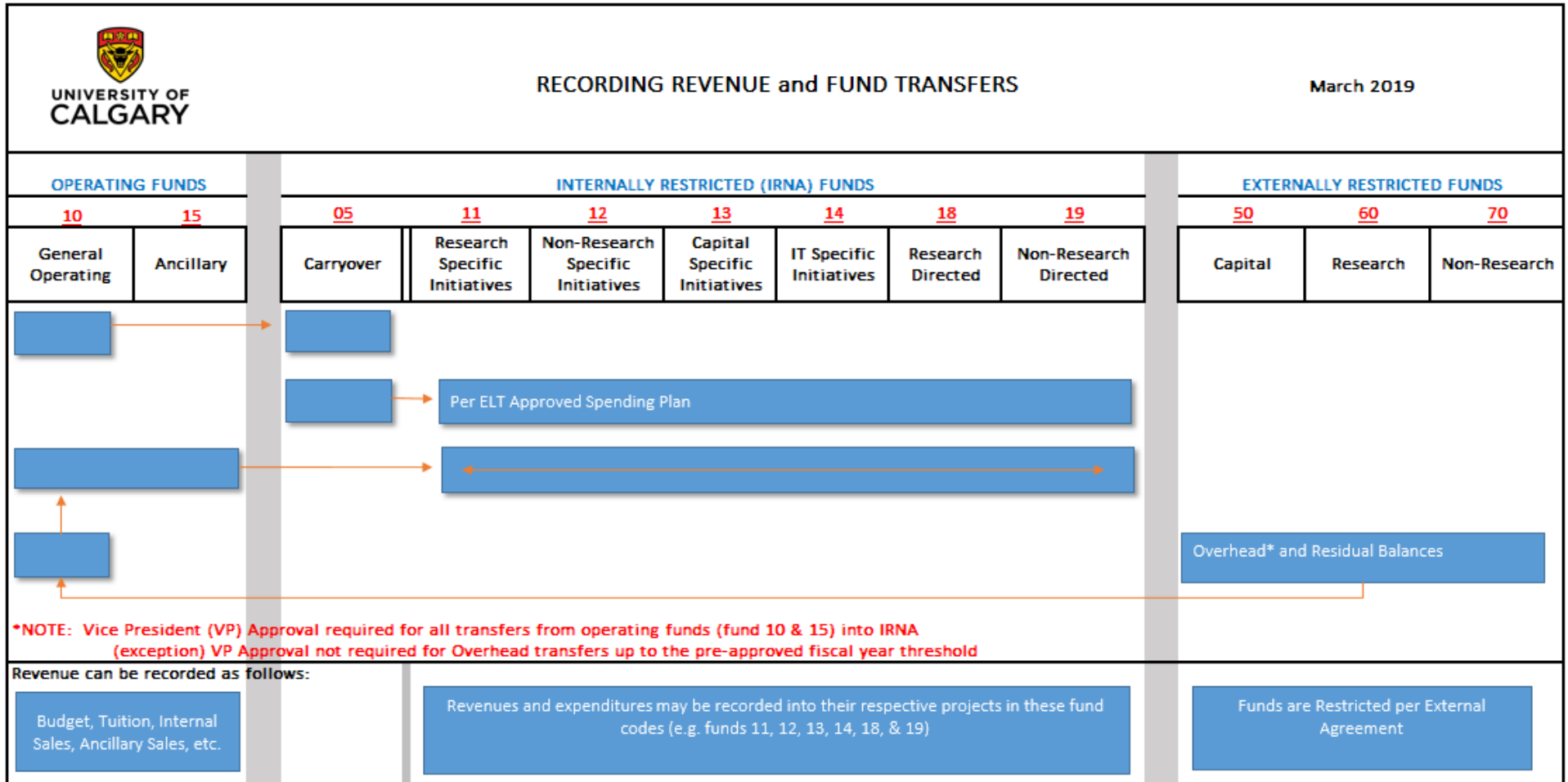


Classification	Fund Code & Description		Definition & Usage	Special Considerations	Transfer Rules	Vice President Approvals Required
Operating	10	General Operations	Used to manage unrestricted operating funds that are subject to board approval in support of the university's core activities: teaching, research, public service	Approved transfers from Externally Restricted must be posted to Fund 10 prior to being transferred to IRNA	Funds can be transferred to IRNA	<b>Vice President</b>  1. Transfers between Operating and IRNA
	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	
Internally Restricted Net Assets (IRNA)	05	Carryover	Year-end net operating balances for units are transferred into this fund temporarily until decisions are made through the Carryover Process  <b>No direct spending is allowed in this fund</b>	A spending plan must be submitted in accordance with the Carryover Process and approved by ELT Ops.	Funds transferred to IRNA projects per the approved Carryover spending plan	<b>Vice President</b>  1. Transfers into IRNA funds 2. Project Creation 3. Project Extensions
	11	Research	Used to manage funds for Vice President or Board approved initiatives including internal revenue and non-restricted external revenue driven activities and all related expenses.	<b>Max End Date – 5 years</b>	Funds can be transferred from Operating Funds 10 or 15 with Vice President approval	
	12	Non-Research				
	13	Capital				
	14	IT	<b>Types of funds included: unrestricted conferences, fee for services, clinical trials, inter-department billings (IDBs)</b>			
	18	Directed Research	To reduce complexity, all new IRNA projects will be created in funds 11, 12, 13 or 14. Should an individual have a project in funds 18 or 19, revenue and expenditure transactions will continue to be processed against these projects in funds 18 and 19.	<b>Max End Date – 5 years</b>	Funds can be transferred within IRNA funds	
19	Directed Non-Research					
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  <b>Type of funds not allowed: Fee for Service, Conference, Clinical Trials, Tuition, Inter department billings (IDB) that is unrestricted revenue</b>	Supported with third party (external donor or granting agency) documentation specifying fund use restrictions  Corrections between projects require all impacted project holder's approval  <b>End Date per Agreement</b>	Transfers such as for overhead or residual balances can be transferred to IRNA only after all restrictions have been removed  <b>Funds flow to Fund 10 before they are transferred to IRNA</b>	<b>Vice President</b>  1. Transfer to IRNA re: Overheads & Residual Balances
	60	Research				
	70	Non-Research				



# Fund Definitions and Transfer Rules

March 2019



FUNDS TRANSFER MATRIX MARCH 2019

From To	Externally Restricted			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 13 Capital Specific Initiatives	Fund 14 IT Specific Initiatives	Fund 18 Research Directed	Fund 19 Non- Research Directed	Fund 10 General Operating	Fund 15 Ancillary
50	Y	Y	Y									
60	Y	Y	Y									
70	Y	Y	Y									
5				Y							Y	Y
11		Y*	Y*	Y	Y	Y	Y	Y	Y	Y	Y	Y
12		Y*	Y*	Y	Y	Y	Y	Y	Y	Y	Y	Y
13				Y	Y	Y	Y	Y	Y	Y	Y	Y
14				Y	Y	Y	Y	Y	Y	Y	Y	Y
18		Y*	Y*	Y	Y	Y	Y	Y	Y	Y	Y	Y
19		Y*	Y*	Y	Y	Y	Y	Y	Y	Y	Y	Y
10	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, 18 & 19: 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

**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 - To reduce complexity, all new IRNA projects will be created in funds 11, 12, 13, or 14. Should an individual have a project in funds 18 or 19, revenue and expenditure transactions will continue to be processed against these projects.
- 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: March 2019