

Fund - BUD2100

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This tab is used to establish the fund code and fiscal year used to track all funds and transactions associated with an account number. You can delete a fund code only if there are no accounts in the chart of accounts that uses the fund/fiscal year code.

Set up a fund code:

❑ Click **+Add** to add a row.

Field	Description
Fund/Fiscal Year	Type the fund code and the fiscal year. The fund code can be any digit between 101-999, and the fiscal year code is a one-digit code that is the last digit in the fiscal (school) year.
Fund Type	Select the fund type. If the fund does not have a fund type selection, the fund is not displayed on the FIN3200 - Working Trial Balance or FIN3220 - Working Trial Balance Using Transactions reports in Finance. Since rows of the table are moved to Finance during the Move Budget to Finance process, and a fund type must be in place for Budget reports BUD1250, BUD1300, and BUD1350 to be correctly displayed, be sure that this field is accurately populated.
Fund Description	Type the fund description. The field can be a maximum of 30 characters.
Budget Fund Balance Obj.Sobj.	If adding a new budget fund code and the object and subobject codes are left blank, the field defaults to 3700.00. The subobject defaults to 00 if the object is populated but the subobject is left blank.
Actual Fund balance Obj.Sobj	If adding a new budget fund code and the object and subobject codes are left blank, the field defaults to 3600.00. The subobject defaults to 00 if the object is populated but the subobject is left blank.
Interfund Due From Obj.Sobj.Fund/Fiscal Year	This field is populated based on the **Fund/Fiscal Year** field.

If the Fund is:	The Interfund Due from Obj.Sobj field is set to:
100-199	1261.00 (General Fund)
200-499	1262.00 (Special Revenue Fund)
500-599	1263.00 (Debt Service Fund)
600-699	1264.00 (Capital Projects Fund)
701-749	1265.00 (Enterprise Fund)
750-799	1266.00 (Internal Service Fund)
800-899	1267.00 (Trust and Agency Funds)
900-999	1260.00 (General Capital Assets and Long-Term Debt)

By default, the **Interfund Due To Obj.Sobj** field is set to 2171.00. If the fund is 8XX, the **Interfund Due To Obj.Sobj** field is set to 2177.00 for the subobject type 00-98.

❑ Click **Save**.

Other functions and features:

Retrieve	The **Retrieve** button is also used to retrieve information from the last save. If you click **Retrieve**, any unsaved changes are lost.
Print	Click to print the report. The following Account Code Table options are displayed: **Current Tab Page** - prints only the tab page currently open. **Selected Account Code Tables** - displays the following Account Code Table Selection options: Fund/Fiscal Yr Function Object Sub-Object Organization\ Program Intent Educational Span Project Detail **All Account Code Tables** - prints all the Account Codes tab pages. Select an option, and then click **OK** to view a copy of the report. Otherwise, click **Cancel** to return to the tab. Review the report.
	Click to delete a row. The row is shaded red to indicate that it will be deleted when the record is saved. Click **Save**. If accounts exist in Budget Data that use the fund/fiscal year code, a message is displayed and the fund is not deleted.