



Delete unused funds

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Delete unused account codes

Log on to file ID C.

Finance > Tables > Account Codes and Budget > Tables > Account Codes > Fund

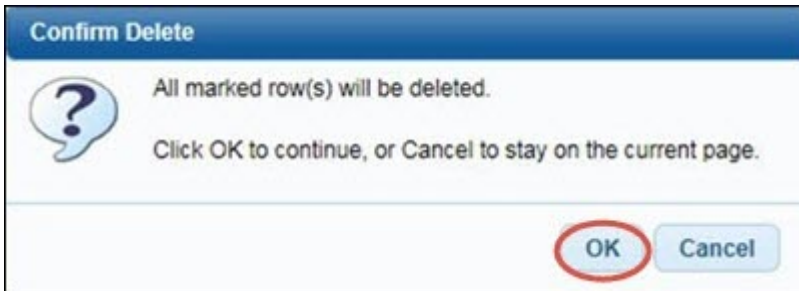
Delete the funds that are no longer needed in both the Budget and Finance tables.

Delete	Fund/ Fnd year	Fund Type	Fund Description	Budget Fund Balance Obs. Sobj	Actual Fund Balance Obs. Sobj	Interfund Due From Obs. Sobj	Interfund Due To Obs. Sobj
<input type="checkbox"/>	199 / 0	G - General operating	GENERAL OPERATING	3700.00	3600.00	1261.00	2177.99
<input type="checkbox"/>	199 / 9	G - General operating	GENERAL OPERATING	3700.00	3600.00	1261.00	2177.99
<input type="checkbox"/>	211 / 0	S - Special revenue	TITLE I, PART A-IMPROVING BAS	3700.00	3600.00	1262.00	2177.99
<input type="checkbox"/>	211 / 9	S - Special revenue	TITLE I, PART A-IMPROVING BAS	3700.00	3600.00	1262.00	2177.99
<input type="checkbox"/>	224 / 0	S - Special revenue	IDEA-B FORMULA	3700.00	3600.00	1262.00	2177.99
<input type="checkbox"/>	224 / 9	S - Special revenue	IDEA-B FORMULA	3700.00	3600.00	1262.00	2177.99
<input type="checkbox"/>	225 / 0	S - Special revenue	IDEA-B PRE-SCHOOL	3700.00	3600.00	1262.00	2177.99

Select the funds to be deleted.

TIP - Reference the pagination information at the bottom of the grid to view the number of pages with data and begin deleting rows from the last page.

Click **Save**. A message is displayed prompting you to continue.



Click **OK** to continue. A message is displayed indicating that the rows were successfully deleted.

Note: If grant codes were removed, be sure to communicate with your Human Resources department to ensure that the appropriate grant codes are reassigned as needed.



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