

Finance Data (Prior Year)

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ASCENDER Breadcrumb	Step
Finance > Inquiry > General Ledger Inquiry	Click ⋮ to display all funds. Verify all funds are valid for the 2025 Actual. If not, create TSDS Crosswalks (Fund to Fund). ActualFund - Table ID C145A
	Click ⋮ to display all functions. Verify all functions are valid for the 2025 Actual. If not, create TSDS Crosswalks (Function to Function). **TIP**: Expense function codes should not be 00. ActualFunction - Table ID C146A
	Click ⋮ to display all objects. Verify all objects are valid for the 2025 Actual. If not, create TSDS Crosswalks (Object to Object). **TIP**: Expense object codes should not end with 0. ActualObject - Table ID C159A
	Click ⋮ to display all Program Intent Codes (PICs). Verify all PICs are valid for the 2025 Actual. If not, create TSDS Crosswalks (Program Intent to Program Intent). **TIP**: Expense program intent code should not be 00. ActualProgramIntent - Table ID C147A
	Click ⋮ to display all organization codes. Verify all organization codes are valid for the 2025 Actual. If not, create TSDS Crosswalks (Org to Org).
	Verify organizations 001-698 are tied to a campus ID in AskTED. If not, create TSDS crosswalks as needed (Org to Org).
	Click ⋮ to verify accounts with PIC 91 are using function codes 36, 51 or 52.
	Click ⋮ to verify combinations: • Org 701-750 should only be used in functions 41, 53, 99 • Function 71 should be used with object 65XX • Funds 205, 255, 270, 429 should be used with PIC 24 rather than 30 • Expense objects (6XXX) should not be used with Org 000 • Expense Objects (6XXX) should not be used with PIC 00
	Click ⋮ to ensure fiscal years 3-6 are being reported.
	Verify expenditures exist for object code 6491 to record Statutorily Required Public Notices.
	Verify at least one account code exists for instructional staff development (function 13) with actual expenditures greater than zero.
	Verify at least one account code exists for general administration (function 41) with actual expenditures greater than zero.
	Verify at least one account code exists for instructional resources and media services (function 12 and object 6100-6600) with a budget and actual expenditures greater than zero.

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	Verify at least one account code exists for guidance, counseling, evaluation services or social work services or health services in function 31-33, object 6100-6600 with amounts greater than zero.
	Verify at least one account code exists with object code 6212 for audit services.
	Verify actual expenditures are reported in Fund 199, object 6144.
	Verify expenditure accounts with function 91 or 92 (if applicable), organization code is 999.
	Verify one account code exists for Matching State Funds (object 5829) in funds 240 and 410.


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