



ASCENDER GUIDES



Fund Balances - DA1200

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Fund Balances - DA1200

District Administration > Tables > District Information > Fund Balances

This tab is used to enter prior year ending fund balances (3XXX) as reflected on schedule C-1 of the audit. The purpose of these entries is to collect actual audited financial data for the prior school year as it is reported in the PEIMS Mid-Year Submission.

This data is included in the PriorYearActualExt Entity and represents the sum of the financial transactions to date relating to a specific account.




If the fund balance reported on the Annual Financial & Compliance Report (AFR) is a positive amount, it should be entered as a negative amount in ASCENDER.


Add fund balance information:

Field	Description
Year	Verify that the correct year is displayed. If not, type the correct four-digit year for which you want to add or retrieve data and click Retrieve . TIP: When reporting prior year actual amounts, note that you should use data from the previous fiscal year. For instance, if you are currently in the 2024-2025 fiscal year, enter 2025 in the Year field and 4 in the FY field to reflect the 2023-2024 fiscal year data.

Under **Prior Year Fund Balance**:


☐ Click **+Add** to add a new row.

Field	Description
Fund	ActualFund (E0316A) Code table: C145A Type the three-digit fund code to select the specific fund (when applicable) for actual financial data for budget and payroll. Or, click  to select a fund code from the Funds lookup .
Func	ActualFunction (E0317A) Code table: C146A By default, this field is set to 00 and cannot be edited. This code identifies the general operational area which groups together related activities.

Field	Description
Object	<p>ActualObject (E0318A) Code table: C159A</p> <p>Type the four-digit object code to select the account, transaction, or source of funds indicating the major account group to which a transaction is posted or to which the associated monies are related. Or, click  to select an object code from the Objects lookup. The object code must be class 3XXX.</p>
Org	<p>Organization (E0319)</p> <p>Type the three-digit organization code (000-999) used to identify the campus within the LEA with which the account is associated.</p>
FY	<p>FiscalYear (E0974)</p> <p>Type the last digit of the fiscal year (e.g., the fiscal year is 5 for the 2024-2025 fiscal year.)</p>
Pgm	<p>ActualProgramIntent (E0320A) Code table: C147A</p> <p>By default, this field is set to 00 and cannot be edited. This code indicates the cost of instruction and other services directed toward a particular need of a specific set of students, but not the demographic makeup of the students served.</p>
Amount	<p>ActualAmount (E0774)</p> <p>Type the dollar value associated with actual financial account information rounded to the nearest dollar. The amount entered can be a negative or positive number.</p>

☐ Click **Save**.

Other functions and features:

	<p>Click to delete the selected row. The row is shaded red to indicate that it will be deleted when the record is saved.</p> <p>Click Save. A message is displayed confirming that you want to delete the row.</p> <ul style="list-style-type: none"> Click OK to delete the row. Click Cancel not to delete the row.
Retrieve	Click to retrieve information from the last save. If you click Retrieve , any unsaved changes will be lost.



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