



Fund Balances - DA1200

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This tab is used to enter prior year ending fund balances (3XXX) as reflected on schedule C-1 of the audit. This data is needed during TSDS Mid-Year reporting for the ActualExtension complex type. The *ActualExtension* Complex Type represents the sum of the financial transactions to date relating to a specific account.

IMPORTANT:

- Pilot LEAs will use this tab to manually enter prior year fund balances (3XXX).
- Non-pilot LEAs will continue to handle prior year fund balances (3XXX) in State Reporting by either entering prior year fund balance accounts and amounts on the [State Reporting > Maintenance > Mid Year > Finance Actual](#) page or by extracting data using the **Add Class 3 Only** method on the [State Reporting > Extracts > Mid Year](#) page.



Note: This data must be manually entered since object class 3XXX data is not included in the extract for TSDS Mid-Year collection.

Add fund balance information:

Field	Description
Year	Verify that the correct submission year is displayed. If not, type the four-digit school year for which you want to add or retrieve data and click Retrieve .

Under **Prior Year Fund Balance**:


☐ Click **+Add** to add a new row.

Field	Description
Fund	FUND-CODE (E0316) Code table: C145 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	FUNCTION-CODE (E0317) Code table: C146 By default, this field is set to 00 and cannot be edited. This code identifies the general operational area which groups together related activities.
Object	OBJECT-CODE (E0318) Code table: C159 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.

Field	Description
Org	<p>ORGANIZATION-CODE (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>FISCAL-YEAR (E0974)</p> <p>Type the one-digit fiscal year (0-9) of the current fiscal year for the fund (e.g., the fiscal year is 4 for the 2023-2024 fiscal year).</p>
Pgm	<p>PROGRAM-INTENT-CODE (E0320)</p> <p>Code table: C147</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>ACTUAL-AMOUNT (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	<p>Click to retrieve information from the last save. If you click Retrieve, any unsaved changes will be lost.</p>



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