


# Fund Balances - DA1200

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# Fund Balances - DA1200

***District Administration > Tables > District Information > Fund Balances***

This tab is used to enter your 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 must be 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.

## Add fund balance information:

| Field | Description |
|---|---|
| **Year** | Verify that the correct school (submission) year is displayed. If not, type the correct four-digit year for which you want to add or retrieve data and click **Retrieve**.<br><br>**TIP**: Remember that you are reporting **prior year** actual amounts so the year should be a year ahead of the fiscal year entered for the fund entries. For example, if you are reporting on the 2023-2024 school year, you are using data from the 2022-2023 fiscal year; therefore, the **Year** would be *2024* and the **FY** would be *3*. |

Under **Prior Year Fund Balance**:

❑ Click **+Add** to add a new row.

| Field | Description |
|---|---|
| **Fund** | ActualFund (E0316A)<br>Code table: C145A<br><br>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)<br>Code table: C146A<br><br>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** | ActualObject (E0318A)<br>Code table: C159A<br><br>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. |
| **Org** | Organization (E0319)<br><br>Type the three-digit organization code (000-999) used to identify the campus within the LEA with which the account is associated. |

| Field | Description |
|---|---|
| **FY** | FiscalYear (E0974)<br><br>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). |
| **Pgm** | ActualProgramIntent (E0320A)<br>Code table: C147A<br><br>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. |
| **Amount** | ActualAmount (E0774)<br><br>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. |

❑ Click **Save**.

## Other functions and features:

| | |
|---|---|
|  | Click to delete the selected row. The row is shaded red to indicate that it will be deleted when the record is saved.<br>Click **Save**. A message is displayed confirming that you want to delete the row.<br>•<br>Click **OK** to delete the row.<br>•<br>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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