



## Fund Balances - DA1200



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## 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 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
<b>Year</b>	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 <b>Retrieve</b> .  <b>TIP:</b> Keep in mind that you are reporting prior year actual amounts. This means the year you enter should be one year ahead of the fiscal year associated with the fund entries. For example, if reporting on the 2024-2025 year, use data from the 2023-2024 year, entering 2025 in the <b>Year</b> field and 4 in the <b>FY</b> field for the fund entries.

Under **Prior Year Fund Balance**:


☐ Click **+Add** to add a new row.

Field	Description
<b>Fund</b>	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 <a href="#">Funds lookup</a> .
<b>Func</b>	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.
<b>Object</b>	ActualObject (E0318A) Code table: C159A  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 <a href="#">Objects lookup</a> . The object code must be class 3XXX.
<b>Org</b>	Organization (E0319)  Type the three-digit organization code (000-999) used to identify the campus within the LEA with which the account is associated.

Field	Description
<b>FY</b>	FiscalYear (E0974)  Type the last digit of the fiscal year (e.g., the fiscal year is 5 for the 2024-2025 fiscal year.)
<b>Pgm</b>	ActualProgramIntent (E0320A) Code table: C147A  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.
<b>Amount</b>	ActualAmount (E0774)  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. Click <b>Save</b> . A message is displayed confirming that you want to delete the row. • Click <b>OK</b> to delete the row. • Click <b>Cancel</b> not to delete the row.
<b>Retrieve</b>	Click to retrieve information from the last save. If you click <b>Retrieve</b> , any unsaved changes will be lost.



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