Tasks and Questions

Complete the following tasks and answer the following questions:

1. Use the Chartfields Quick Reference Card to find the first three digits of the Fund code for the funds in the table below.

| Fund description | First three digits of Fund |
| --- | --- |
| State Funds – Health Affairs |  |
| Contracts & Grants |  |
| F&A |  |
| Gift (University Trust – Restricted) |  |
| Expenditure from Gift (University Trust – Restricted)  |  |

1. In the table below, the first three digits of the fund code are provided for you. Use the Chartfields QRC to find the full fund code based on the purpose description.

| Fund description | Purpose | Fund |
| --- | --- | --- |
| State Funds – Health Affairs | Regular Term Instruction | 211\_\_ |
| F&A | General Academic Support | 271\_\_ |
| Gift (University Trust – Unrestricted) | Unrestricted Funds (General Control Fund) | 291\_\_ |

1. In the table below, the first three digits of the fund code are provided for you. Use the lookup tool in the system to find the full fund code based on the purpose description.

| Fund description | Purpose | Fund |
| --- | --- | --- |
| State Funds – Health Affairs | Organized Research  | 211\_\_ |
| F&A | General Academic Support | 271\_\_ |
| Expenditure from Gift (University Trust – Unrestricted)  | Community Services | 291\_\_ |

1. In the table below, use the Chartfields QRC to find either the source or the source range.

| Fund | Source Description | Source or Source Range |
| --- | --- | --- |
| State Funds – Health Affairs | 21101 | Appropriations – Health Affairs |  |
| F&A | 27152 | F&A |  |
| State Funds – Academic Affairs | 20130 | School Based Tuition (SBTI) |  |
| University Restricted Trust | 29210 | Restricted Gifts, Devises, and Bequests |  |

1. In the table below, use the lookup tool to find the source codes.

| Fund | Source Description | Source |
| --- | --- | --- |
| State Funds – Academic Affairs | 20101 | ReceiptsExecutive MBA Program |  |
| University Restricted Trust | 29210 | Restricted Gifts, Devises, and BequestsCAROLINA CLINIC |  |

1. In the table below, use the Chartfields QRC and the lookup tool to find the account (former FRS object code).

| Account Description | Account |
| --- | --- |
| Supplies-Office |  |
| Supplies-Education Research |  |
| Repairs-Furniture |  |
| Miscellaneous Services |  |

1. In the table below, use the Chartfields QRC and the lookup tool to find the department.

| Department Description | Department |
| --- | --- |
| Biology |  |
| Public Health Nursing |  |

**Helpful Hints about gifts and purpose codes**

1. Receipt of endowment or trusts always end in \_\_\_\_\_\_\_\_\_\_.
2. Endowments and trusts are most often Restricted. These funds begin with \_\_\_\_\_\_\_\_ for Endowments and \_\_\_\_\_\_\_\_ for Trusts.
3. The following fund types do not have a purpose code :
* Foundations. There are only four funds for foundations: 29900, 29910, 29920, and 29930.
* Capital Improvement projects: 40000-49999
* Student Loan Funds: 29600
* Plant Funds: 297xx