Module 1
Chart of Accounts (CoA) Overview

Fiscal Year 2016
## Agenda

<table>
<thead>
<tr>
<th>Topic</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introductions</td>
<td>5 min</td>
</tr>
<tr>
<td>Review of Current CoA &amp; Mapping to New Chart Fields</td>
<td>15 min</td>
</tr>
<tr>
<td>Overview of New CoA Definitions and Uses</td>
<td>20 min</td>
</tr>
<tr>
<td>Required Chart of Account (CoA) Fields</td>
<td>20 min</td>
</tr>
<tr>
<td>[Break]</td>
<td>TBD</td>
</tr>
<tr>
<td>Optional Chart of Account (CoA) Fields</td>
<td>10 min</td>
</tr>
<tr>
<td>Sample 9.0 → 9.2 Mapping: (Account, Department, and Project)</td>
<td>30 min</td>
</tr>
<tr>
<td>Sample Scenarios</td>
<td>20 min</td>
</tr>
</tbody>
</table>
Review of Current CoA and Mapping to New Chart Fields
Objective of this training:

At the end of this training, you should be able to describe the meaning of each chartfield, and have a broad understanding of the changes made, and differences between 9.0 and 9.2
What today’s training is not:

You are **NOT** expected to know the specific chartfields for your job from this training.
How will I find the chartfields used for my job?

You will have quick reference/crosswalk reports (e.g. “What are my FoaPs?”), cheat sheets, etc., to use at your desk.

The chartfields and their usage will be reinforced within the various training modules offered pre and post go-live: ePro, ePar, ABA, etc...

You will work with your FIT/UNT Leads/CoA Trainers, and departmental business managers/budget officers to identify the chartfields you use on a regular basis.

The EIS (PeopleSoft) system has a lookup feature to help find chartfields.
## Why are the Chart of Accounts (CoA) so important?

## Why are we changing the CoA?

<table>
<thead>
<tr>
<th>Current State</th>
<th>BU</th>
<th>Acct</th>
<th>Alt Acct</th>
<th>Fund code</th>
<th>Dept ID</th>
<th>Item Type</th>
<th>NACUBO Class</th>
<th>Funding Source</th>
<th>Proj ID</th>
</tr>
</thead>
</table>

**Golden Rule:** Never Guess
All purchases, large and small

Travel vouchers

Receiving & distributing scholarship money

Creating & managing budgets

Tuition deposits

Preparing reports to the State required by law

Paying Employees

And more
Current CoA vs New CoA

Current State
- Account
- Fund Code
- Dept ID
- Item Type
- NACUBO Class
- Funding Source
- Proj ID

Future State
- Account
- Organization Department
- Fund Category
- Fund
- Function
- Project
- Program
- Purpose
- Site
Overview of New Chart of Accounts (CoA) Definitions and Uses
# Overview of All Future CoA Fields

<table>
<thead>
<tr>
<th>Chartfield</th>
<th>GL Business Unit</th>
<th>Account</th>
<th>Organization Department</th>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>Project*</th>
<th>Program</th>
<th>Purpose</th>
<th>Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Length</td>
<td>5</td>
<td>5</td>
<td>6</td>
<td>3</td>
<td>6</td>
<td>3</td>
<td>7</td>
<td>4</td>
<td>5</td>
<td>4</td>
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<tr>
<td>Institutional Use</td>
<td>Unique</td>
<td>Common</td>
<td>Unique</td>
<td>Common</td>
<td>Common Unique</td>
<td>Common</td>
<td>Unique</td>
<td>Common/Unique</td>
<td>Common/Unique</td>
<td>Unique</td>
</tr>
<tr>
<td>Required / Conditional</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required</td>
<td>Required Expenses Only</td>
<td>Conditional</td>
<td>Conditional</td>
<td>Conditional</td>
<td>Conditional</td>
</tr>
</tbody>
</table>

*The implementation of Grants Accounting requires the use of additional project related fields such as PC Business Unit and PC Activity*
Fund Category = Groups Funds into pots of money
    Fund = Flavor of money within a Pot
    Function = NACUBO Classification
    (Organization) Department = Org Chart, NOT the same as DeptID
    Account = Groups Transactions for Reporting
    Project = Used to identify Grants, Construction, etc…
    Program = Used to track long term or more formal initiatives
    Purpose = Used to track short lived activities
    Site = Differentiates activity from one department in multiple locations
Required Chart of Account (CoA) Fields
The following represent the base Chartfields of the UNT CoA restructure. These will build the foundation to support external reporting and internal fiscal management of organizations and funds.

<table>
<thead>
<tr>
<th>Chartfield</th>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>Organization Department</th>
<th>Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Length</td>
<td>3</td>
<td>6</td>
<td>3</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td>Institutional Use</td>
<td>Common</td>
<td>Common/Unique</td>
<td>Common</td>
<td>Unique</td>
<td>Common</td>
</tr>
</tbody>
</table>

Additional fields, described on the following pages, will be used to meet specific accounting, fiscal management and reporting needs. May Cause Headaches 😊
The GL Business Unit identifies each of UNT’s institutions or legal entities. GL business unit reflects the state agency code.

<table>
<thead>
<tr>
<th>GL Business Unit Values*</th>
</tr>
</thead>
<tbody>
<tr>
<td>SY769 - UNTS Administration</td>
</tr>
<tr>
<td>NT752 - UNT Denton</td>
</tr>
<tr>
<td>HS763 - UNT HSC</td>
</tr>
<tr>
<td>DL773 - UNT Dallas</td>
</tr>
</tbody>
</table>

*Potential to roll all GL Business Unit values up to a ‘UNT System’ value pending review of PeopleSoft functionality.
Tim from the Chemistry Department needs you to order educational supplies for the upcoming semester using department operating funds.

<table>
<thead>
<tr>
<th>Future State</th>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>(Organization) Department</th>
<th>Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>200</td>
<td>Designated Operating - Managed</td>
<td>830001</td>
<td>Designated Tuition</td>
<td>100 Instruction - Gen</td>
<td>121200 Chemistry</td>
</tr>
</tbody>
</table>

Currently in EIS (9.0), I would enter my deptID 62076 (speedtype 062076) and maybe the account number… 500442
Definition - Fund Category

Definition

- Used to classify resources according to uses and/or regulations, restrictions or limitations on the uses in compliance with the financial reporting requirements of GASB and NACUBO
- Includes separate funds for unrestricted operating, auxiliary, designated operating, unrestricted non-operating, restricted expendable (operating & non-operating), etc.

<table>
<thead>
<tr>
<th>ChartField</th>
<th>Fund Category</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Length</td>
<td>3</td>
</tr>
<tr>
<td>Use</td>
<td>How?</td>
</tr>
<tr>
<td>Institutional Use</td>
<td>Common</td>
</tr>
<tr>
<td>Fund Category</td>
<td>Description</td>
</tr>
<tr>
<td>-----------------------</td>
<td>-------------------------------------------</td>
</tr>
<tr>
<td>A10</td>
<td>Unrestricted</td>
</tr>
<tr>
<td>B10</td>
<td>Unrestricted Operating</td>
</tr>
<tr>
<td>105</td>
<td>Educational &amp; General</td>
</tr>
<tr>
<td>B12</td>
<td>Auxiliary</td>
</tr>
<tr>
<td>120</td>
<td>Auxiliary</td>
</tr>
<tr>
<td>B20</td>
<td>Designated Operating</td>
</tr>
<tr>
<td>200</td>
<td>Designated Operating-Managed</td>
</tr>
<tr>
<td>202</td>
<td>Designated Operating-General</td>
</tr>
<tr>
<td>207</td>
<td>Quasi Endowment Spendable</td>
</tr>
<tr>
<td>B25</td>
<td>Unrestricted Non-Operating</td>
</tr>
<tr>
<td>250</td>
<td>Unrestricted Loans</td>
</tr>
<tr>
<td>255</td>
<td>Quasi Endow Corpus and Apprec</td>
</tr>
<tr>
<td>257</td>
<td>Debt Proceeds</td>
</tr>
<tr>
<td>259</td>
<td>Capital Projects</td>
</tr>
<tr>
<td>A30</td>
<td>Restricted Expendable</td>
</tr>
<tr>
<td>B30</td>
<td>Restricted Expendable Operating</td>
</tr>
<tr>
<td>303</td>
<td>Restricted Expendable Contribution</td>
</tr>
</tbody>
</table>
**Definition - Fund**

<table>
<thead>
<tr>
<th>Definition</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Identifies the fund source - used to segregate, control, and monitor resources to help ensure and demonstrate compliance with legal/administrative requirements. Represents the “pot of money”</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Chartfield**

<p>| Field Length | 6 |
| Use         | How? |
| Institutional Use | Common/ Unique |</p>
<table>
<thead>
<tr>
<th>Fund</th>
<th>Educational &amp; General</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>A80000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B80000</td>
<td>Gen Rev Dedicated</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>GRD-General</td>
</tr>
<tr>
<td>800001</td>
<td></td>
<td>GRD-Lab Fees</td>
</tr>
<tr>
<td>800003</td>
<td></td>
<td>GRD-Other</td>
</tr>
<tr>
<td>800004</td>
<td></td>
<td>GRD-TPEG</td>
</tr>
<tr>
<td>800005</td>
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<td></td>
</tr>
<tr>
<td>B80500</td>
<td>State Appropriations-Gen Rev</td>
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</tr>
<tr>
<td>805001</td>
<td>State Approp-BSA</td>
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</tr>
<tr>
<td>805002</td>
<td>State Approp-ORP</td>
<td></td>
</tr>
<tr>
<td>805003</td>
<td>State Approp-TXCWS</td>
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</tr>
<tr>
<td>805005</td>
<td>State Approp-Bio Tech Rider</td>
<td></td>
</tr>
<tr>
<td>A83000</td>
<td>Designated Operating</td>
<td></td>
</tr>
<tr>
<td>B83000</td>
<td></td>
<td></td>
</tr>
<tr>
<td>830000</td>
<td>Designated Operating-Gen</td>
<td></td>
</tr>
<tr>
<td>830001</td>
<td>Designated Tuition</td>
<td></td>
</tr>
<tr>
<td>830002</td>
<td>Desig Op Reserve</td>
<td></td>
</tr>
<tr>
<td>B88000</td>
<td>Designated Fees</td>
<td></td>
</tr>
<tr>
<td>880001</td>
<td>Instructional FFF</td>
<td></td>
</tr>
<tr>
<td>880002</td>
<td>Student Service FFF</td>
<td></td>
</tr>
<tr>
<td>880003</td>
<td>Intercollegiate Athletics FFF</td>
<td></td>
</tr>
<tr>
<td>880004</td>
<td>Recreational Facility FFF</td>
<td></td>
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</tbody>
</table>
### Example

#### Fund Category/Fund:

<table>
<thead>
<tr>
<th>DeptID</th>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>(Organization) Department</th>
<th>Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>62076</td>
<td>200</td>
<td>830001</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Future State**

- **DeptID**: 62076
- **Fund Category**: Designated
- **Function**: Designated Tuition
- **Account**: Managed
Definition - Function

Function designates the purpose of transactions to meet federal and other external reporting requirements related to the functional classification of expenses.
<table>
<thead>
<tr>
<th>A10</th>
<th>Instruction</th>
</tr>
</thead>
<tbody>
<tr>
<td>100</td>
<td>Instruction-General</td>
</tr>
<tr>
<td>110</td>
<td>Instruction-Sponsored</td>
</tr>
<tr>
<td>120</td>
<td>Instruction-Sponsored C/S</td>
</tr>
<tr>
<td>A20</td>
<td>Research</td>
</tr>
<tr>
<td>200</td>
<td>Research-Sponsored</td>
</tr>
<tr>
<td>210</td>
<td>Research-Sponsored C/S</td>
</tr>
<tr>
<td>215</td>
<td>Research-Univ Sponsored</td>
</tr>
<tr>
<td>220</td>
<td>Research-Departmental</td>
</tr>
<tr>
<td>A30</td>
<td>Public Service</td>
</tr>
<tr>
<td>300</td>
<td>Public Service</td>
</tr>
<tr>
<td>310</td>
<td>Public Service-Sponsored</td>
</tr>
<tr>
<td>320</td>
<td>Public Service-Sponsored C/S</td>
</tr>
<tr>
<td>A40</td>
<td>Academic Support</td>
</tr>
<tr>
<td>400</td>
<td>Academic Support</td>
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<tr>
<td>410</td>
<td>Libraries</td>
</tr>
<tr>
<td>420</td>
<td>Departmental Administration</td>
</tr>
</tbody>
</table>
Example

Future State

<table>
<thead>
<tr>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>(Organization) Department</th>
<th>Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>200</td>
<td>830001</td>
<td>100</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Designated Operating - Managed
Designated Tuition
Instruction - Gen

DeptID 62076
<table>
<thead>
<tr>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Defines academic areas, research units, or administrative offices with an appointed manager that have programmatic, operational, fiscal and/or budgetary responsibility for a specific set of activities and projects/grants.</td>
</tr>
<tr>
<td>• Corresponds to the organizational structure identified by each campus.</td>
</tr>
<tr>
<td>• Forms the basis for the university's budgets and is used to grant system access to users.</td>
</tr>
</tbody>
</table>

**Chartfield**

<p>| Field Length | 6 |
| Use | Who? |
| Institutional Use | Unique |</p>
<table>
<thead>
<tr>
<th>Organization</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>A10000</td>
<td>President UNT</td>
</tr>
<tr>
<td>B11000</td>
<td>Provost</td>
</tr>
<tr>
<td>C12000</td>
<td>College of Arts &amp; Sciences</td>
</tr>
<tr>
<td>D12000</td>
<td>Col of Arts &amp; Sci-Gen</td>
</tr>
<tr>
<td>E12000</td>
<td>Col of Arts &amp; Sci-Gen</td>
</tr>
<tr>
<td>120000</td>
<td>Col of Arts &amp; Sci-Gen</td>
</tr>
<tr>
<td>D12010</td>
<td>CAS-Admin Depts</td>
</tr>
<tr>
<td>E12010</td>
<td>CAS-Dean's Off</td>
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<td>120100</td>
<td>CAS-Dean's Off-Gen</td>
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<td>120200</td>
<td>CAS-Student Services</td>
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<td>E12030</td>
<td>CAS-Info Technology Services</td>
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<td>120300</td>
<td>CAS-Info Technology Services</td>
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<td>Communication Studies</td>
</tr>
<tr>
<td>121300</td>
<td>Communication Studies</td>
</tr>
<tr>
<td>E12140</td>
<td>Dance &amp; Theatre</td>
</tr>
<tr>
<td>121400</td>
<td>Dance &amp; Theatre</td>
</tr>
</tbody>
</table>
### Example

**DeptID**: 62076

<table>
<thead>
<tr>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>(Organization) Department</th>
<th>Account</th>
</tr>
</thead>
<tbody>
<tr>
<td>200</td>
<td>830001</td>
<td>100</td>
<td>121200</td>
<td></td>
</tr>
</tbody>
</table>

- Designated Operating - Managed
- Designated Tuition
- Instruction - Gen
- Chemistry
Definition - Account

**Chartfield** | **Account**
---|---
Field Length | 5
Use | What?
Institutional Use | Common

**Definition**
- Captures the nature of financial transactions such as Assets, Liabilities, Fund Equity, Revenues, and Expenditures.
- Provides the detail breakdown for Balance Sheet and Revenue/Expenditure reporting and is the lowest level of detail required for campus-wide reporting.
<table>
<thead>
<tr>
<th>A</th>
<th>B</th>
<th>D</th>
<th>E</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Operating Expenses</td>
<td>General Supplies Exp</td>
<td>Supplies-Office 7300 – Consumables SUPOFC</td>
</tr>
<tr>
<td></td>
<td>B5300</td>
<td>C5300</td>
<td>I/C Office Supplies-Exp 9999 - Unspecified Alt ICOFFSUPE</td>
</tr>
<tr>
<td></td>
<td>D5300</td>
<td>D5300</td>
<td>Supplies-Instructional 7300 – Consumables SUPINSTR</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Supplies-Computer 7335 – Parts - Computer Equipm SUPCMPTRE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Supplies-Catering and Dining 7300 – Consumables SUPCTRDNG</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>I/C Supplies Cater Dine-Exp 9999 - Unspecified At ICSUPCTRE</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>I/C Dining Svc Commis-Exp 9999 - Unspecified Alt ICDNSVCOME</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>I/C Gateway Comiss-Exp 9999 - Unspecified Alt ICGTWYCOME</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Supplies-Vehicle Gasoline 7304 – Fuels and Lubricants - Oth SUPVHCGAS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Supplies-Medical 7312 – Medical Supplies SUPMEDICAL</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Plants 7331 – Plants PLANTS</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Parts-Computer Equipment 7335 – Parts - Computer Equipm PRTSCOMPEQ</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Parts-Furnishings and Equip 7330 – Parts - Furnishings and Equip PRTSFRNSEQ</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Uniforms and Linens 7333 – Fabrics and Linens FABLINEN</td>
</tr>
<tr>
<td>Future State</td>
<td>Fund Category</td>
<td>Fund</td>
<td>Function</td>
</tr>
<tr>
<td>--------------</td>
<td>---------------</td>
<td>------</td>
<td>----------</td>
</tr>
<tr>
<td></td>
<td>200</td>
<td>830001</td>
<td>100</td>
</tr>
</tbody>
</table>

- **DeptID**: 62076
- **Account**: 500442

- **Designated Operating - Managed**
- **Designated Tuition**
- **Instruction - Gen**
- **Chemistry**
- **Supplies - Instructional**
Optional Chart of Account (CoA) Fields
Definition - Project

- Used for activities that are temporary in duration and for which revenues and expenditures may be accumulated over more than one fiscal year
- Must have defined start and end dates that may or may not correspond to a fiscal year

<table>
<thead>
<tr>
<th>Chartfield</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Length</td>
<td>7</td>
</tr>
<tr>
<td>Use</td>
<td>Why?</td>
</tr>
<tr>
<td>Institutional Use</td>
<td>Common/Unique</td>
</tr>
<tr>
<td>T</td>
<td>Project</td>
</tr>
<tr>
<td>----</td>
<td>------------------------------</td>
</tr>
<tr>
<td>A</td>
<td>A100000  UNT Denton</td>
</tr>
<tr>
<td>B</td>
<td>B100000  NT-Facilities &amp; Capital</td>
</tr>
<tr>
<td>C</td>
<td>1000001  Property 490 I-35E</td>
</tr>
<tr>
<td>C</td>
<td>1000002  Stadium</td>
</tr>
<tr>
<td>C</td>
<td>1000003  Shuttle Buses</td>
</tr>
<tr>
<td>C</td>
<td>1000004  Chestnut Hall Projects</td>
</tr>
<tr>
<td>B</td>
<td>B120000  NT-Other Internal</td>
</tr>
<tr>
<td>C</td>
<td>1200001  Job Eval &amp; Grading Project</td>
</tr>
<tr>
<td>B</td>
<td>B140000  NT-Sponsored Programs</td>
</tr>
<tr>
<td>C</td>
<td>1400001  G70933</td>
</tr>
<tr>
<td>C</td>
<td>1400002  G70167</td>
</tr>
<tr>
<td>C</td>
<td>1400003  G70942</td>
</tr>
<tr>
<td>C</td>
<td>1400004  G72118</td>
</tr>
<tr>
<td>B</td>
<td>B160000  NT-Faculty Support</td>
</tr>
<tr>
<td>C</td>
<td>1600003  Fac NSP-Wright, Amanda</td>
</tr>
<tr>
<td>C</td>
<td>1600005  Fac NSP-Reinert, Tilo</td>
</tr>
<tr>
<td>C</td>
<td>1600006  Fac NSP-Aoyama, Katsura</td>
</tr>
<tr>
<td>C</td>
<td>1600007  Fac NSP-Acevedo, Miguel</td>
</tr>
<tr>
<td>C</td>
<td>1600008  Fac NSP-Atkinson, Samuel</td>
</tr>
<tr>
<td>C</td>
<td>1600009  Fac NSP-Vingren, Jakob</td>
</tr>
</tbody>
</table>
Definition - Program

- Defines a set of ongoing general activities for which financial activity needs to be tracked. Program activities may cross multiple organizations.
- Unlike a Project, does not have to have a start and end date. It is typically an ongoing effort.
- Used to track those activities deemed to be a Program based on reporting needs and/or campus policy.

<table>
<thead>
<tr>
<th>Chartfield</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Length</td>
<td>4</td>
</tr>
<tr>
<td>Use</td>
<td>Why?</td>
</tr>
<tr>
<td>Institutional Use</td>
<td>Common/Unique</td>
</tr>
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</table>

UNT SYSTEM
<table>
<thead>
<tr>
<th>Program</th>
<th>Academic Programs</th>
<th>Instructional</th>
<th>Research</th>
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</thead>
<tbody>
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<td>Academic Programs</td>
<td>INST PROG</td>
<td>RSRCHPROG</td>
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<tr>
<td>B100</td>
<td>International Studies</td>
<td>INTNLSTUD</td>
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<tr>
<td>1100</td>
<td>Jewish &amp; Israel Studies</td>
<td>JEWISRASTU</td>
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</tr>
<tr>
<td>1101</td>
<td>Chile Sub-Ant Biocult Cons</td>
<td>CHILEBIO</td>
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<td>1102</td>
<td>Women's &amp; Gender Studies</td>
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<td>1103</td>
<td>Teach North Texas</td>
<td>TNT</td>
<td></td>
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<tr>
<td>1104</td>
<td>Sport Psych &amp; Perf Excel</td>
<td>SPORT PSYCH</td>
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<tr>
<td>1105</td>
<td>Forensic Sciences</td>
<td>FORSCI</td>
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<tr>
<td>1106</td>
<td>Digital History Program</td>
<td>DIGHIST</td>
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<tr>
<td>1107</td>
<td>Professional Sci Masters</td>
<td>PROFSI</td>
<td></td>
</tr>
<tr>
<td>1108</td>
<td>American Lit Review</td>
<td>AMLITREV</td>
<td></td>
</tr>
<tr>
<td>1109</td>
<td>Ctrl for Logistics Edu &amp; Ranch</td>
<td>LOGISEDURE</td>
<td></td>
</tr>
<tr>
<td>1150</td>
<td>Professional Leadership Prog</td>
<td>PROFLEAD</td>
<td></td>
</tr>
<tr>
<td>1151</td>
<td>Jaguar Gateway Prgm</td>
<td>JAG GT WY</td>
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</tr>
<tr>
<td>1096</td>
<td>TX Ctrl for Edu Tech</td>
<td>TXEDUTECH</td>
<td></td>
</tr>
<tr>
<td>2000</td>
<td>Ctrl Advanced Ranch &amp; Tech</td>
<td>CRTADVRSRC</td>
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</tr>
<tr>
<td>2050</td>
<td>Ctrl Advanced Sci Comp &amp; Model</td>
<td>ADVSCIICOMP</td>
<td></td>
</tr>
<tr>
<td>2051</td>
<td>Ctrl Comp Epid &amp; Resp Anal</td>
<td>COMPEPIDRE</td>
<td></td>
</tr>
<tr>
<td>2052</td>
<td>Ctrl Electroc Mtrns Proc &amp; Integ</td>
<td>ELCTRNCMTJR</td>
<td></td>
</tr>
<tr>
<td>2053</td>
<td>Ctrl Stdly Interdisciplinarity</td>
<td>INTERDISCI</td>
<td></td>
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Definition - Purpose

<table>
<thead>
<tr>
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<th>Purpose</th>
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<tbody>
<tr>
<td>Field Length Use</td>
<td>5</td>
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<tr>
<td>Institutional Use</td>
<td>Why?</td>
</tr>
<tr>
<td></td>
<td>Common/Unique</td>
</tr>
</tbody>
</table>

**Definition**: Identifies activities or events directed towards the accomplishment of a set of objectives (e.g. conference, workshop, event, program, etc.). The identifier is used to track management information across all other boundaries, including department and fund.
<table>
<thead>
<tr>
<th>Code</th>
<th>Purpose</th>
<th>Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>A1000</td>
<td>ADMINISTRATIVE-INSTNL &amp; ACADEM</td>
<td>ADMINACD-A</td>
</tr>
<tr>
<td>B1000</td>
<td>FAC/STAFF RECRUITING</td>
<td>FCSTFRCR-B</td>
</tr>
<tr>
<td>10001</td>
<td>Recruiting: Staff Gen</td>
<td>RCRSTFGEN</td>
</tr>
<tr>
<td>10003</td>
<td>Recruiting: Faculty Gen</td>
<td>RCRFACGEN</td>
</tr>
<tr>
<td>10011</td>
<td>Recruit-Executive Search 1</td>
<td>CRCRSEXCH1</td>
</tr>
<tr>
<td>10012</td>
<td>Recruit-Executive Search 2</td>
<td>CRCRSEXCH2</td>
</tr>
<tr>
<td>10013</td>
<td>Recruit-Executive Search 3</td>
<td>CRCRSEXCH3</td>
</tr>
<tr>
<td>10014</td>
<td>Recruit-Executive Search 4</td>
<td>CRCRSEXCH4</td>
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<tr>
<td>B1005</td>
<td>STUDENT RECRUITING</td>
<td>STDNRCR-B</td>
</tr>
<tr>
<td>10051</td>
<td>Undergrad Student Recruit</td>
<td>STDUGRCR</td>
</tr>
<tr>
<td>10053</td>
<td>Graduate Student Recruit</td>
<td>STGDGRRCR</td>
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<tr>
<td>10055</td>
<td>Diversity Recruiting</td>
<td>STDIMCR</td>
</tr>
<tr>
<td>B1010</td>
<td>STUDENT ADMIN &amp; SUPPORT</td>
<td>STDADSPT-B</td>
</tr>
<tr>
<td>10101</td>
<td>Student Retention</td>
<td>STDNTRETN</td>
</tr>
<tr>
<td>10103</td>
<td>Enrollment Yield</td>
<td>ENROLYLD</td>
</tr>
</tbody>
</table>
Definition

Site tracks financial transactions and results related to operating locations.

Site Example Values

- UNT Hotel
- Bruce Hall
- Kappa Sigma House

Chartfield Site

<table>
<thead>
<tr>
<th>Field Length</th>
<th>4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use</td>
<td>Where?</td>
</tr>
<tr>
<td>Institutional Use</td>
<td>Unique</td>
</tr>
</tbody>
</table>
Sample 9.0 → 9.2
Mapping Account, Department, and Project
### 9.0 [Current State]

<table>
<thead>
<tr>
<th>DeptID</th>
<th>DeptID Descipt</th>
</tr>
</thead>
<tbody>
<tr>
<td>76946</td>
<td>THE KEMP-JACKSON SCHOLARSHIP</td>
</tr>
</tbody>
</table>

### 9.2 [Future State]

<table>
<thead>
<tr>
<th>DeptID</th>
<th>DeptID Descipt</th>
<th>(Orgn) Dept</th>
<th>Fund Cat</th>
<th>Fund</th>
<th>Funct</th>
</tr>
</thead>
<tbody>
<tr>
<td>76946</td>
<td>THE KEMP-JACKSON SCHOLARSHIP</td>
<td>132310 – Educational Psychology</td>
<td>303 - Restr Expendable Contribution</td>
<td>340828 - Schol/Restr Kemp-Jackson</td>
<td>630 - Scholarships and Fellowships</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DeptID</th>
<th>DeptID Descipt</th>
<th>(Orgn) Dept</th>
<th>Fund Cat</th>
<th>Fund</th>
<th>Funct</th>
</tr>
</thead>
</table>
## Sample Mapping – Account

### 9.0 [Current State]

<table>
<thead>
<tr>
<th>Account</th>
<th>Account Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>403060</td>
<td>CHILD DEVELOPMENT LAB FEES</td>
</tr>
<tr>
<td>500509</td>
<td>WASTE DISPOSAL</td>
</tr>
<tr>
<td>500322</td>
<td>[TIS]-[ATH RECRUIT]-[MILEAGE]</td>
</tr>
</tbody>
</table>

### 9.2 [Future State]

<table>
<thead>
<tr>
<th>Acct Desc</th>
<th>Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>40607 - Lab Fees</td>
<td>7002 - Child Development Laboratory</td>
</tr>
<tr>
<td>53411- Utilities-Wst Dspsl -Non-Haz</td>
<td></td>
</tr>
<tr>
<td>52505- TIS Mileage</td>
<td>10051- Undergrad Student Recruit</td>
</tr>
</tbody>
</table>

---

**Revenue**

**Expense**
### 9.0 [Current State]

<table>
<thead>
<tr>
<th>ProjID</th>
<th>ProjID Descript</th>
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</thead>
<tbody>
<tr>
<td>F80077</td>
<td>AU - CRUMLEY HALL STRL REPAIR</td>
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</tbody>
</table>

### 9.2 [Future State]

<table>
<thead>
<tr>
<th>(Orgn) Dept</th>
<th>Fund Cat</th>
<th>Fund</th>
<th>Funct</th>
<th>Proj</th>
</tr>
</thead>
<tbody>
<tr>
<td>163001 - Auxiliary Services- Construct</td>
<td>120 – Auxiliary</td>
<td>810000 – Auxiliary- Gen</td>
<td>600 - Operations and Maintenance</td>
<td>1000064 - Crumley Hall- Structur Repair</td>
</tr>
<tr>
<td>121100 – Biological Sciences</td>
<td>400 - Sponsored Projects- Restr</td>
<td>190000 – Federal Direct</td>
<td>200 - Research- Sponsored</td>
<td>1400013 – GF1607</td>
</tr>
</tbody>
</table>
Sample Scenarios
# Sample Scenario A: A Gift Fund is Received and Utilized

1. Gift is received by UNT for operational support of the Dept of Biological Sciences.

<table>
<thead>
<tr>
<th>Account</th>
<th>(Organization) Department</th>
<th>Fund Cat</th>
<th>Fund</th>
<th>$$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contributions- Donations</td>
<td>Biological Sciences</td>
<td>Restr Expendable Contribution</td>
<td>DepOp/Rest-Hoblitzell-Life Sci</td>
<td>$(10,000)</td>
</tr>
</tbody>
</table>

The specific gift fund is tied to the Biological Sciences using the Department chartField.

2. Various expenses are incurred utilizing the gift funds.

<table>
<thead>
<tr>
<th>Account</th>
<th>(Organization) Department</th>
<th>Fund Cat</th>
<th>Fund</th>
<th>Function</th>
<th>$$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supplies-Instructional</td>
<td>Biological Sciences</td>
<td>Restr Expendable Contribution</td>
<td>DepOp/Rest-Hoblitzell-Life Sci</td>
<td>Instruction - Gen</td>
<td>$300</td>
</tr>
<tr>
<td>General Supplies Exp-Supplies-Office</td>
<td>Biological Sciences</td>
<td>Restr Expendable Contribution</td>
<td>DepOp/Rest-Hoblitzell-Life Sci</td>
<td>Instruction - Gen</td>
<td>$150</td>
</tr>
</tbody>
</table>
The Project value ties together all activity related to the specific body of work.

### Sample Scenario B: Expenses are Incurred Against a Research Project

<table>
<thead>
<tr>
<th>Account</th>
<th>(Organization) Department</th>
<th>Fund Cat</th>
<th>Fund</th>
<th>Function</th>
<th>Project</th>
<th>$$</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lab Supplies</td>
<td>Materials Sci &amp; Engin</td>
<td>Sponsored Projects-Restr</td>
<td>Federal Direct</td>
<td>Research-Sponsored</td>
<td>GF1587</td>
<td>$300</td>
</tr>
<tr>
<td>Salaries-Faculty 9 Mo-FT</td>
<td>Materials Sci &amp; Engin</td>
<td>Sponsored Projects-Restr</td>
<td>Federal Direct</td>
<td>Research-Sponsored</td>
<td>GF1587</td>
<td>$2000</td>
</tr>
<tr>
<td>Supplies - Chemicals Gases</td>
<td>Materials Sci &amp; Engin</td>
<td>Restr Expendable Contribution</td>
<td>DepOp/Rest-Rsch Witold Brostow</td>
<td>Research-Sponsored C/S</td>
<td>GF1587</td>
<td>$150</td>
</tr>
</tbody>
</table>

Various funding sources can be used in connection with a single project. (Cost Sharing)
### Sample Scenario C: Expenses are Incurred Related to Graduation

Multiple Organizations incur Expenses related to UNT Spring Commencement.

<table>
<thead>
<tr>
<th>Account</th>
<th>(Organization) Department</th>
<th>Fund Category</th>
<th>Fund</th>
<th>Function</th>
<th>Purpose</th>
<th>$$</th>
</tr>
</thead>
<tbody>
<tr>
<td>I/C Food Svc-Catering-Exp</td>
<td>Provost’s Office</td>
<td>Designated Operating-General</td>
<td>Departmental Discretionary</td>
<td>Academic Support</td>
<td>Commencement - Spring</td>
<td>$1,000</td>
</tr>
<tr>
<td>Honoraria and Speakers</td>
<td>Arts &amp; Sciences Dean’s Office</td>
<td>Restr Expendable Contribution</td>
<td>DepOp/Rest-B.A. Nay Mem Fund</td>
<td>Academic Support</td>
<td>Commencement - Spring</td>
<td>$650</td>
</tr>
<tr>
<td>Facilities Rental</td>
<td>Engineering Dean’s Office</td>
<td>Designated Operating-General</td>
<td>Departmental Discretionary</td>
<td>Academic Support</td>
<td>Commencement - Spring</td>
<td>$100</td>
</tr>
</tbody>
</table>

- The Purpose value ties together all activity related to Graduation.
- Spending can be tracked for various departments in connection with Graduation.
- Multiple funding sources may be used to support Graduation.
THANK YOU!!!!

Questions?

coa@untsystem.edu

FIT.untsystem.edu