



EXPLANATION OF UNIVERSITY FUND STRUCTURE

Authority:	Vice Chancellor of Business Affairs
History:	Effective April 1, 1978; updated November 1, 1986; updated July 1, 2006; supersedes former Administration Policy No. ACG1.10, “Explanation of University Account Code Structure”
Source of Authority:	Office of State Controller, Office of State Budget and Management, UNC-Chart of Accounts, General Accepted Accounting Principles, Government Accounting Standards Board (GASB)
Related Links:	
Responsible Office:	Comptroller

I. Purpose

To provide guidelines to departments as an explanation of the logic used in the university's fund structure.

II. Scope

The fund structure explained herein is used for all major university funds. The fund and account structure adheres to the uniform University of North Carolina Chart of Accounts. Fund structure is designed to accommodate the financial reporting requirements of various agencies, and is flexible enough to provide the data needed for university internal financial reporting.

III. Policy

A. Explanation of Fund Code Structure

The fund is comprised of 38 digits divided into the following parts:

- a) Fund (6 digits)
- b) Organization (5 digits)
- c) Account (6 digits)
- d) Program (3 digits)
- e) Activity (6 digits) (Optional)
- f) Location (6 digits) (Optional)
- g) Index (6 digits) (Optional)

1. **Fund-** identifies the fund as a General Ledger or Subsidiary Ledger for the source of funds
2. **Organization-** identifies whose funds and the budget authority.
3. **Account-** identifies what **type** of balance sheet (assets and liabilities) account or operating ledger (expenditures or revenues) account
 Designation as follows:

Assets:	4XXXXXX
Liabilities	5XXXXXX
Revenues	1XXXXXX
Expenditures	9XXXXXX
4. **Program-**identifies **purpose** (why) funds spent/receipted
5. **Activity-** identifies special **events**
6. **Location-** identifies **physical location** of a fixed asset
7. **Index- shortcut** identifier for speed data entry