Welcome to the Finance and Administration Update Meeting for October

The meeting will begin at 10:30 AM
Zoom Only
Finance and Administration Update Meeting

- Time: last working Friday of every month at 10:30 AM
- Delivery method: view/listen only on Zoom
- Slides and other resources will be available after the meeting at:
  - Finance and Administration Updates Google Drive
  - Controller’s Office website: [https://controller.appstate.edu/](https://controller.appstate.edu/)
- Contacts: Yifan Zhou (zhouya@appstate.edu), McKenzie Harris (harrismk@appstate.edu)
Meeting Agenda

- General Information, updates, and reminders
- University Accounting Structure and System Part 1
- Q&A
General Information/ Updates/ Reminders

- The Controller’s Office has a new website. Please check it out and you can now access this from a link on the AppLEAP page. This is where you will find policies, forms, procedures and the latest updates. Appleap.appstate.edu
- We continue to get requests for payments for Personal Service contracts without the TCM contract linked in YoMart. Please do not attach TCM contracts but LINK them to your online direct payment request. If services were provided without a TCM contract, you must
  - (1) provide a memo as to why this occurred, signed by the VC and
  - (2) do an AFTER the fact contract – especially when multiple payments are to occur.
- Most transactions for disbursements and payments are being processed through YoMart. There are a few exceptions that are being processed using the downloadable direct payment form.
  - Wire Transfers
  - Payments to Foreign Vendors
  - Non-PO Credit Memos
- Chrome River Update - Planning on advances to be started in January and Reimbursements in February
University Accounting is....

- Presented by: David Jamison, University Controller

- Contact:
  - jamisondt@appstate.edu
  - (828) 262-6426
University Accounting is....
What is “Fund” Accounting

Revenues

General Ledger

Expenses
What is “Fund” Accounting

- General Fund
  - Revenues
  - Expenses

- Endowment Funds
  - Revenues
  - Expenses

- Grant Funds
  - Revenues
  - Expenses
## NC Public Universities

<table>
<thead>
<tr>
<th>Fund Type</th>
<th>Authority and Sources</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Fund NC G.S. 143C</td>
<td>State Appropriations, Tuition Receipts, Carry Forward Receipts, Capital Appropriations, Capital Aid, R&amp;R Allocations</td>
</tr>
<tr>
<td>Institutional Trust Funds NC G.S. 116-36.1</td>
<td>Interest Income, Contracts and Grants, Student Activity Fees, Auxiliaries, Student Fees Approved by the BOG, Service funds, Alumni Merchandise, Facilities use.</td>
</tr>
<tr>
<td>Endowment Trust Funds NC G.S. 116-36 and 116-41.13</td>
<td>Gifts, Endowed Professorship Funds, net proceeds from NRL&amp;P Not to be confused with ASU Foundation Funds</td>
</tr>
<tr>
<td>Bond Proceeds NC G.S. 116-41.7</td>
<td>Proceeds from the Issuance of Debt</td>
</tr>
<tr>
<td>Millennial Campus Trust Funds NC G.S. 116-36.5</td>
<td>Proceeds from the development of a millennial campus</td>
</tr>
<tr>
<td>Special Funds NC G.S. 116-36.2</td>
<td>Athletics and Agency Funds</td>
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</tbody>
</table>
Accounting System

Banner

HR

Finance

Student
Accounting System

Chart A = Appalachian

Funds:
1x
2x
3x
4x
5x
6x
7x
881x
882x
885x
990x

Chart F = Foundation

Funds:
991x
992x
993x
994x
995x
997x
998x
Accounting System

FOAPAL
- Fund
- Organization
- Account
- Program
- Activity
- Location
Fund

Grouped by:
Fund Type

- General Fund
- Auxiliaries
- Budgeted Institutional Trusts
- Restricted
- Restricted Contracts and Grants
- Loan Funds
- Endowments
- Agency
- Plant or Capital

Leading to:
Net position classification

- Net Investment in Capital Assets
- Restricted Non Expendable
- Restricted Expendable
- Unrestricted
Fund

VS.

Budget
Fund

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>1x</td>
<td>General Funds</td>
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<tr>
<td>227x</td>
<td>Foundation Supported</td>
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<tr>
<td>333x</td>
<td>Education and Technology Trust Funds</td>
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<tr>
<td>55x</td>
<td>Contracts and Grants</td>
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<tr>
<td>66x</td>
<td>Endowed Professorships</td>
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<tr>
<td>881x</td>
<td>Capital Improvements</td>
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<tr>
<td>22x</td>
<td>Except Foundation Supported</td>
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<tr>
<td>33x</td>
<td>Trust Funds</td>
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<tr>
<td>55x</td>
<td>Contracts and Grants</td>
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<td>66x</td>
<td>Endowed Professorships</td>
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<td>770x</td>
<td>Endowed Professorships Corpus</td>
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<td>776x</td>
<td>Loan Funds</td>
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<tr>
<td>882x</td>
<td>Construction and plant funds</td>
</tr>
<tr>
<td>990x</td>
<td>Agency Funds</td>
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Questions?
Thank You for Attending
We hope to see you at the next meeting in November!