

## BUDGETING IN THE GIFT FUND

Updated July 16, 2007

Fund 34 budgets are necessary in FOPPS which have a BL (budget ledger) Available Resource rule for Expenditure Control. These FOPPS include gift fund FOPPS that have existing or possible future encumbrances for payroll, SPOs or other encumbered expense. FOPPS that may have equipment or other capital expenditures may also be included.

Budget in the gift fund is temporary only. Gift fund budgets are a spending plan, meaning they may be increased or decreased without moving budget from another FOPP. However, expense budget must equal revenue budget.

### Fund 34 Budgeting

- Budget in the current temporary budget ledger only
- Budget the appropriate revenue and expense accounts (general budget accounts are preferred). Below are the gift account code ranges per the Chart Of Accounts as of 6/30/07. Typically, budget should be placed in either 240300 or 240400 Account Codes.
  - The majority of the gift activity is recorded in Account Code 240300, Revenue-Private Gifts-CUF Non Endowment.
  - The second most popular Account Code is 240400, Revenue-Private Gifts-Non Endowment.
- Budgets must be submitted each fiscal year
- Budgets may be adjusted during the fiscal year

The following is an extract of the Account Code tree as of 6/30/07.

240300 - 240399	Priv Gifts – CU Foundation	240501	Rev-Priv Gifts-Equip-CUF
240300	Rev - Priv Gifts - CUF Non Endow	240502	Rev-Priv Gifts-Bldg-CUF
240350	Rev Priv - CUF Endow	240503	Rev-Priv Gifts-Library-CUF
240400 - 240499	Priv Gifts-Other	240504	Rev-Priv Gifts-Art&Hist-CUF
240400	Rev-Priv Gifts-Non Endow	240600-240699	Priv Gifts-Non-cash-other
240401	Rev-Priv Gifts-UPI	240600	Rev-Priv Gifts-In Kind-other
240410	Rev-Spec Event Registrations	240601	Rev-Priv Gifts-Equip-other
240411	Rev-Spec Event Sponsorships	240602	Rev-Priv Gifts-Bldg-Other
240412	Rev-Spec Event Donations	240603	Rev-Priv Gifts-Library-Other
240413	Rev-Spec Event Auction Sales	240604	Rev-Priv Gifts-Art&Hist-Other
240414	Rev-Spec Event Merch Sales	240605	Rev-Priv Gifts-Roylty Book Other
240450	Rev Priv-Endow	240606	Noncapitalizable
240455	ULEHI Gift Revenue	240600-240799	Rev-Priv Gifts-Capital
240460	Rev Priv Gifts-Student BRS	240700	Rev-Priv Gifts-Capital
240500 - 240599	Priv Gifts-Non-cash-CUFdn	240701	Rev Priv Grant/Contrct Capital
240500	Rev-Priv Gifts-In Kind-CU Fdn		

**Contact Planning, Budget and Analysis budget staff with questions.**

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