

Chart of Accounts FAQs

ACTIVITY CODE CHANGES

How will departmental administration transactions that were formally recorded in legacy accounts with activity 'J' be recorded?

Departmental Administration will **only** be recorded in resident instruction fund groups which include:

10000 State Appropriations
10500 Tuition
10600 Other General
10800 GRU/UGA Medical Partnership
15000 Indirect Costs Recoveries

Program code 11140 (Instruction Departmental Administration) should be used when recording departmental administrative support activity.

For example, legacy account 1011GJ094000 activity will now be recorded as:

<u>Fund</u>	<u>Program</u>	<u>Class</u>	<u>Department</u>
10500 (Tuition)	11140 (Dept Adm)	11800 (Tuition)	17100100 (CAES Dean)

If a "B" Budget Unit needs to track administrative support expenditures separately from their usual functional expenditure category, then program code 14600 (Academic Support-Administration) can be used.

How will transactions that were formally recorded in legacy accounts with activity 'K' be recorded?

Per the NACUBO Financial Accounting & Reporting Manual, the academic administration functional expense classification includes expenses for activities specifically designed and carried out to provide administrative and management support of academic programs. This includes expenses for academic advising. Thus, any academic advising transactions should be recorded in program code 14600 (Academic Support Administration).

For example, legacy account 1011GK203066 activity will now be recorded as:

<u>Fund</u>	<u>Program</u>	<u>Class</u>	<u>Department</u>
10500 (Tuition)	14600 (AS – Administration)	11800 (Tuition)	20203256 (TCB-PMBA-Stud Ser)

How will transactions that were formally recorded in legacy accounts with activity 'W' be recorded?

Conferences and workshops transactions will be recorded using fund code 14100 and class code 41XXX. If departments would prefer to track workshops separately, chartfield1 can be used for this purpose.

For example, legacy account 1011DW079006 activity will now be recorded as:

<u>Fund</u>	<u>Program</u>	<u>Class</u>	<u>Department</u>
14100	11100	41500	42006200
(DSS)	(Gen Acad)	(DSS)	(Freshman College)

How will transactions that were formally recorded in legacy accounts with activity 'V' be recorded?

The in-service activity code (V) was formally used to record tuition (GV) and program fee (DV) activity for the studies abroad programs, field study programs, and other in-service type programs. Studies abroad and field study transactions will now be recorded using a specific non-sponsored project id and specific departmental sales and service class code for program fee activity.

For example, legacy account 1011DV164028 activity will now be recorded as:

<u>Fund</u>	<u>Program</u>	<u>Class</u>	<u>Department</u>	<u>Project</u>
14100	11100	41507	19310001	NSFSTY1003MM17
(DSS)	(Gen Acad)	(Study Abroad)	(TCB-PMBA-Stud Ser)	(New York Field Study)

For example, legacy account 1011GV164066 activity will now be recorded as:

<u>Fund</u>	<u>Program</u>	<u>Class</u>	<u>Department</u>	<u>Project</u>
10500	11100	11800	19310001	NSFSTY1003MM17
(Tuition)	(Gen Acad)	(Tuition)	(TCB-PMBA-Stud Ser)	(New York Field Study)

How will transactions that were formally recorded in legacy accounts with activity 'M' be recorded?

Service Center transactions will be recorded in the departmental sales and service fund code 14100 and either program code 12500 for research center or 13500 for public service center. If service center activity needs to be tracked at a more detailed level, department code or chartfield1 may be used for this purpose.

For example, legacy account 1026DM187000 activity will now be recorded as:

<u>Fund</u>	<u>Program</u>	<u>Class</u>	<u>Department</u>
14100	12500	41500	19640BIN
(DSS)	(Research Service Centers)	(DSS)	(Psyc Binc Inc)

How will transactions that were formally recorded in legacy accounts with activity 'X' be recorded?

Legacy accounts with activity code 'X' are considered non-sponsored restricted funds and will convert to non-sponsored restricted funds. These funds are not managed by Sponsored Projects Administration, but instead the following fund codes will be used to record transactions for these funds:

20200 Restricted – Foundation – this fund code will be used to record transactions with any funds provided by the UGA Foundation (UGAF). Class codes to be used with this fund code will begin with 67XXX and will correspond with a specific UGAF fund.

20300 Restricted – Research Organization (UGARF) – this fund code will be used to record transactions with any non-sponsored funds provided by the UGA Research Foundation. For example, UGARF indirect cost return (current legacy restricted accounts ending in 900) will use fund 20300 along with class code

64ICR. This fund will also be used with class codes 64URF for UGARF support or startup allocations, 64RYT for UGARF royalty allocations, and 64FXX for UGARF faculty research grants allocations.

20400 Restricted – Non-sponsored – this fund code will be used to record transactions from other non-sponsored restricted funds provided from various sources. For example, residual balance funds (current legacy restricted accounts ending in 950) will use fund 20400 along with class code 64RBP. Other royalty income sources will use fund 20400 with class code 64RYT. Other various income sources will use fund 20400 with class code 64VAR.

Agency Fund Changes

How will I record sales tax activity beginning July 1, 2018?

Collection of sales tax will no longer be accounted for in an agency fund. Instead, the sales tax will be collected, deposited, and disbursed in the fund group in which the revenue was generated. For example, if the sales tax was collected on revenue generated by departmental sales and service activity, then the fund code used to deposit the sales tax will be 14100. Additionally, the liability account code 215000-sales tax payable will be used to record sales tax deposits and payments.

Example of Conversion:

Current:

9082GN258002 GEORGIA LAW JOURNAL Object Code 45000

Effective July 1, 2018

Fund 14100 DeptID 29005000 Account 215000

How will I record collection of key deposits beginning July 1, 2018?

Collection of key deposits will no longer be accounted for in an agency fund. Instead, these deposits will be recorded in the departmental sales and service fund group 14100. Additionally, the respective liability account code (214XXX) for deposits will be used to record these deposits.

Example of Conversion:

Current:

9084GN093020 KEY DEPOSIT FUND Object Code 45000

Effective July 1, 2018

Fund 14100 DeptID 19240KEY Account 214010