Definitions

Common Definitions

- **Account** – Primary identification of a budget/financial transaction. Specific accounts represent balance sheet items, revenue, and expenses. (e.g., Salaries, benefits, travel, equipment)
- **Carryforward** – The unexpended balances at the end of the year. For most units, these balances are calculated as: current year budget appropriation less expenditures and legal encumbrances. For self-supporting, auxiliary, and other revenue-generating activities, carryforward balances also include revenue.
- **Control Functions** – A campus-wide location that contains entries that cannot be assigned to a specific organization and is used to reflect central campus posting of expenses and liabilities (e.g., vacation accruals, eliminated capital), central campus reserves, and miscellaneous budget entries (e.g., scholarship allowance).
- **Expenditures** – Resources consumed by the campus for the provision of services and goods.
- **Full Accounting Unit** – Fields and values that provide the common ground for identifying budgetary and financial transactions. Often referred to as an FAU.
- **Merits** – A type of pay adjustment that is performance-based.
- **Parity** – A type of pay adjustment to bring about equality of status or position, especially in terms of pay or rank.
- **Permanent Budget (On-Going Funds)** – An approved annualized plan for financial operations. Funds appropriated on a one-time (temporary) basis such as contracts, grants, and gifts are generally not included in the permanent budget. The July 1 permanent budget provides the budgetary entries reflected in the July temporary ledger.
- **Revenue** – Funds coming to the campus from governmental and private sources for the sales of services or goods.
- **Reserves** – Generally used for self-supporting, auxiliary activities, or campus-based student fees. These are funds set aside for a specific and future use and typically fall into one of two categories: reserves for equipment and reserves for improvement. Equipment reserves are accumulated following a standard depreciation schedule for equipment being replaced, whereas improvement reserves can be more subjective.
- **State Support** – A subset of the General/Core Funds that originates from the State of California, including funds classified as General Funds, Specific State Appropriations, and Special State Appropriations.
- **Temporary Budget** – The current year component of a budget. This includes the July 1 permanent budget (if the FAU combination is permanently budgeted), any prior year carryforwards, and any current allocations or adjustments.

Components of the FAU – in UCRFS (Has been replaced by COA and Impact 23 as the financial system starting in AY 2023-24)

The complexity of the UCR budget lies in the details. Every budget/financial transaction is categorized by at least four unique components – fund, function, budget category (expense account), and activity (within the organizational hierarchy). A condensed and simplified explanation of each component follows:

Fund

The major reporting element, as evidenced by the information presented in this document, is the fund. UCR has thousands of funds, and so, funds are clustered into fund groups and typically reported by this standardized Fund Group Category listing:

- **General Funds** (State/UC/Tuition)
    - Specific State Appropriations, Special State Appropriations, State General Funds, UC General Funds
- **Student Fees** (excludes Tuition)
    - Various Student Fees, Summer Sessions, University Extension
- **Gifts & Endowments**
    - Endowment Income, Unrestricted Gifts, Restricted Gifts
- **Contract & Grants**
    - State Agencies, Local Government, Federal Contracts & Grants, Private Contracts & Grants
- **Sales & Service**
    - Service Enterprises, Sales & Service-Educational, Sales & Service-Auxiliary Enterprises, Sales & Service-Other
- **Other**
    - Principal Appropriated, Federal Appropriations, Reserves

Function

The function helps to classify budget/financial transactions by general program categories and is necessary for certain reporting requirements.

- **40 – Instruction & Research**
  Includes the budget and expenditures for the activities or programs that are a part of the instructional program (e.g., Chemistry, Psychology, Electrical Engineering, Summer Session, and International Education Programs).

- **43 – Academic Support**
  Includes budget and expenditures for activities that provide support to the University's primary missions of instruction, research, and public service (e.g., Academic Administration – Deans, not Department Chairs; Computing, Agricultural Operations, Graduate Division, Shops, and Facility Units).

- **44 – Organized Research**
  Includes budget and expenditures for activities specifically organized to produce research outcomes whether by individual or project research and institute and center programs (e.g., Ag Experiment Station, Entomology, and CE- CERT).

- **60 – Libraries**
  Includes budget and expenditures for providing services directly related to the operations of the central library.

- **62 – Public Service**
  Includes budget and expenditures for activities related to non-instructional services beneficial to individuals and groups external to the institution (e.g., community service programs, co-op extension, outreach programs, and conferences).

- **64 – Operation of Maintenance of Plant**
  Includes budget and expenditures for the administration, supervision, operation, maintenance, preservation, and protection of the university's facilities and grounds (e.g., janitorial; utility costs; repair and ordinary or normal alterations of buildings, furniture, and equipment; care of grounds, maintenance and operation of buildings and other plant facilities; security; earthquake and disaster preparedness; fire protection; safety; and hazardous waste disposal).

- **68 – Student Services**
  Includes budget and expenditures for student administration programs as well as other programs that contribute to a student's emotional and physical well-being and intellectual, cultural, and social development outside of the formal instructional program (e.g., admissions, financial aid, student activities, student health).

- **72 – Institutional Support**
  Includes budget and expenditures for central executive-level activities concerned with management and long-range planning of the entire university, fiscal operations, activities concerned with community and alumni relations including development and fundraising, as well as logistical activities such as purchasing, printing, and fleet.

- **76 – Auxiliary Enterprises**
  Includes budget and expenditures for entities that exist to furnish goods or services to students, faculty, or staff and are managed essentially as self-supporting activities (e.g., residence halls, food service, parking).

- **77-79 – Financial Aid**
  Includes budget and expenditures for scholarships and fellowships given as outright grants to students selected by the University and financed from current funds, restricted or unrestricted.

- **80 – Provision for Allocation**
  Includes only budgetary funds that are held temporarily before allocation to departments (e.g., General Funds for benefit increases).

Budget Category

The Budget Category is a high-level budgetary classification of revenue or expenditures. The following is a list of the Budget Category groups that are typically used in reporting:

- **Academic Salaries**
  Faculty Appointments, Apprentice Appointments, Librarians, Academic Administration, Academic-Other

- **Staff Salaries**
  Staff Appointments, Staff Stipends/Allows/OT, Staff-Other, Staff Salaries-Non-Perm Funding, Unallocated Staff Salaries

- **Employee Benefits**
  Academic Benefits, Staff Benefits, Graduate Student Benefits, Academic Vacation Accrual, Staff Vacation Accrual, Unallocated Employee Benefits

- **Financial Aid**
  Financial Aid

- **Supplies & Expenses or Supplies, Services & Other Expenses**
  Travel, Supplies & Materials, Other Services, Mail Services & Freight, Printing & Reprographics, Media, Communication, Computing, Other S&E, Amortization/Depreciation, Interest, Food and Staples, Equipment/Other Inventorial, Sub-contracts, Facilities, Unallocated General