

THE CALIFORNIA STATE UNIVERSITY  
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TO: Financial Managers  
Accounting Officers  
Budget Officers

From:   
George A. Pardon  
Accounting Director  
Business and Finance

Subject: Fund 498 Transfers

Attached is an outline of the revised accounting method for transfers to General Fund from various other sources. Under the new method, many transactions that were treated as reimbursements to General Fund in the past will be recorded as transfers through Fund 498. Campuses are required to record transactions in this manner as of the 97/98 fiscal year.

Questions may be directed to Mr. Mark Osborne at (562) 985-2886 or via e-mail at [mark\\_osborne@calstate.edu](mailto:mark_osborne@calstate.edu).

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Attachment

c: Mr. Mark Osborne

## NEW METHOD FOR ACCOUNTING FOR REIMBURSEMENTS

### I. OVERVIEW

Reimbursements affected by this change include:

- Federal Financial Aid
- Concurrent Enrollment
- NDI/IDL & Unemployment

Old Method:

- Remit directly to General Fund

New Method:

- Remit to H.E. Fund 498 and then transfer to General Fund by Plan of Financial Adjustment (PFA)

Reimbursements **NOT** affected by this change:

- Reimbursements made to cover expenditures for General Fund Reimbursed Activities will continue to be remitted directly to General Fund (bypassing H.E. Fund 498) .  
Examples:
  - Reimbursements from trust (Funds 947 & 948)
  - Reimbursements from campus auxiliaries
- Parking Security reimbursement will continue to be remitted directly to General Fund (bypassing H.E. Fund 498).

### II. OLD METHOD

- Prior to 1997-98 fiscal year, reimbursements were recorded in the General Fund in global 1-19020
- Reimbursements for appropriations prior to 1997-98 may continue to be recorded in this manner (2-19020, 3-19020, etc.)

### III. NEW METHOD

- Beginning with fiscal year 1997-98, those reimbursements affected by this change will be initially transferred to H.E. Fund 498 and then transferred by PFA to General Fund.
- Sub-code used must reflect fund source of transfer-in in State GL (where it was transferred from)

#### H.E. FUND 498

- The SL global to be used is 1-30301.
- The GL global for 1-30301 is 0-13300.
- Reimbursements to be recorded in SL global 1-30301 include:
  - **Sub-code 1880-1894** Federal Programs (includes financial aid reimbursements such as College Work Study (CWS) on campus and off campus student payroll expenditures, CWS administrative allowance, CWS job location and development; SEOG, Perkins, Pell administrative allowances)

- **Sub-code 1895-1899** Non-federal Programs (includes NDI/IDL & Unemployment reimbursement)
- **Sub-code 2440** Transfer in CERF (This type of reimbursement is limited to Concurrent Enrollment)
- These reimbursements would have flowed from :
  - Fund 948 Trust
  - Fund 573 CERF
  - Chancellor’s Office - Risk Pool Management
  - Other state agencies
  - Etc.
- Remember to use appropriate transfer out sub-codes in above funds.
  - Sub-codes must reflect transfer out to H.E. Fund 498, not General Fund.
  - Example: 948-409 College Work Study. Transfer out to cover on and off campus student payroll expenditures should be sub-code 7740, not 7710.
  - Check FRS Code Book for State GL attached to sub-code.
- To record PFA Transfer-out from H.E. Fund 498 (to General Fund):
  - Use SL global 1-30000
  - Use GL global 0-13000
  - Use sub-code 7890

**GENERAL FUND**

- To record the PFA Transfer-in in General Fund, use SL global 1-19031.
- The GL global for 1-19031 is 0-11012.
- Transfers-in to be recorded in SL global 1-19031 include:
  - **Sub-code 1860-1874** GFS Federal Programs (includes all amounts recorded in H.E. 498 sub-codes 1880-1894 above).
  - **Sub-code 1875-1879** GFS Non-federal Programs
  - If campus has a need for breakdown of type of transfer-in, use the ranges provided.
- Reimbursed Activities reimbursements are still remitted directly to General Fund using SL global 1-19020 with GL global 0-11009. There is no change in method from previous years.
- Parking Security reimbursement is still remitted directly to General Fund using SL global 1-19020 with GL global 0-11009. There is no change in method from previous years.
  - A year end adjusting entry must be made in expenditure global 1-17010 to offset this reimbursement.

**IV. SUMMARY**

**H.E. FUND 498**

**Accounting for reimbursements previously recorded in General Fund:**

SL global	1-30301	Revenue Transfer-in Legal Basis
GL global	0-13300	Student Fees Revenue
Sub-codes	1880-1894 1895-1899	Federal Programs Non-federal Programs

2440-2449 Transfer from CERF (573)

**Accounting for transfer-out by PFA to General Fund:**

SL global	1-30000	Revenue Trsf to Fund 001
GL global	0-13000	Revenue Trsf to Fund 001
Sub-codes	7890-7899	Student Fees Trsf to General Fund

**GENERAL FUND**

**Accounting for reimbursements transferred in from H.E. Fund 498:**

SL global	1-19031	Gen Fund-Support Revenue Transfers-in-Legal Basis
GL global	0-11012	GF-Revenue Transfers-in
Sub-codes	1860-1874	GFS Federal Programs
	1875-1879	GFS Non-federal Programs (includes CERF transfer)
	2830-2839	GF-Independent Ops-Private (no change)

**Accounting for reimbursements recorded to cover expenditures in Reimbursed Activities and Parking Security:**

SL global	1-19020	Gen Fund-Support Receipts Program Reimbursements
GL global	0-11009	Gen Fund-Receipts Program Reimbursements
Sub-codes	0280-0289	Reimb-Park Security
	0460-0469	Indep Ops Reimb-CSU
	0470-0479	Indep Ops Reimb-State

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