

THE CALIFORNIA STATE UNIVERSITY
Office of the Chancellor
401 Golden Shore, 5th Floor
Long Beach, California 90802-4210
(562) 951-4610

Date: July 1, 2004

Code: AD NOAT 04-78

To: Financial Managers
Accounting Officers
Budget Officers

From: Mr. George V. Ashkar
Director
Systemwide Financial Operations

Subject: **FOR CSULB ONLY**
FY03 Lottery Fund 839
Forgivable Loan Program
CHECK ISSUED – NO PFA

A check has been prepared for pickup today for CSULB. It is to fund the CA Form for Diversity in Graduate Education – Forgivable Loan Program fund transfer from the Systemwide Unallocated Lottery fund for FY2003.

The checks are referenced as “**LOTTERY FORGIVABLE LOAN PROG ADNOAT 04-78.**” These transactions should be treated as non-expenditure fund transfers from the Lottery Fund to the local trust fund. Campuses are requested to record these disbursements in their local trust accounts as follows:

| CSU Fund | Program | FIRMS Object Code | Debit/Credit |
|----------|---------|-------------------|--------------|
| 481 | 9002 | See Below Cash | Debit |
| 481 | 1001 | 506121 | Credit |

Transfers In From CSU Lottery (Interagency)

IMPORTANT NOTE REGARDING HOW TO BOOK CASH:

- **101002 – Agency Trust Fund Cash** wherein campuses deposit money into the State General Checking Account without remitting to the State Treasury (Some PeopleSoft campuses may be using 101001 because of the way their system works).
- **101006 –Cash in Agency Accounts-Banks/S&L** wherein campuses deposit money into their own local bank account (outside the State Treasury)
- **305022 – Fund Balance Clearing** wherein campuses deposit money into the State General Checking Account through their local bank and remit to the State Treasury (i.e. SMIF)

If you have any questions regarding the amount being transferred to your campus, please contact Sharon Okashima at (562) 951-4562 or via e-mail at sokashima@calstate.edu.

If you have any questions regarding this ADNOAT please contact [Barbara Iriarte \(562\) 951-4673](mailto:barbara.iriarte@calstate.edu) or via e-mail at biriarte@calstate.edu

Attachment

GVA:BI:tp AD NOAT 04-78

