

Cash Transfer Journal Entries ^[1]

Procedure

Cash Transfer Journal Entries must comply with the University's Fund Transfer Rules. The Fund Transfer Rules tables ^[2] show the rules for cash transfers between funds at each campus. Since each campus has its own table, you must check the rules for your campus prior to approving a transfer.

Here's how it works:

Cash transfer journals must contain *only* lines with transfer Accounts (Accounts that begin with 99). Each transfer involves a pair of lines (two lines). You can have more than one pair (more than one transfer) in a single journal

Each transfer must have one “out” Account and one “in” Account. The *third digit* of the Account identifies this.

- 992xxx (mandatory) and 997xxx (voluntary) with a debit amount (e.g., \$500) denote transfer-out Accounts: these Accounts identify the FOPPS giving up the cash.
- 990xxx (mandatory) and 995xxx (voluntary) with a credit amount (e.g., -\$500) denote transfer-in Accounts: these Accounts identify the FOPPS receiving the cash.
- A 992xxx Account must transfer to a 990xxx Account while a 997xxx Account must transfer to a 995xxx Account.

The *fourth digit* of the Account identifies if the cash transfer is *within* a campus or *between* campuses.

- 99x100 identifies cash transfers *within* a campus.
- 99x200 identifies cash transfers *between* campuses.

The cash transfer journal edit is launched when you run the Edit process – **not when you click Save**. This lets you begin a journal and finish it later. It also allows for a particular journal to be overridden in cases of exception or transfer error correction. The cash transfer journal edit applies only to ACTUALS journals.

SPECIAL NOTICE to FOPPS with Auxiliary Enterprise Attributes of PAA, PAB, PAD, PAH, PAM, PAP, PAR, PAS, PAU, PRL, PRR, POK, POO, POT, and POY:

- Colorado Revised Statute 23-5-103(3) prohibits auxiliary facilities whose net income is pledged to revenue bonds, from making cash transfers to any entity whose net income is NOT cross-pledged to revenue bonds.
- The units listed above are not allowed to make cash transfers to any FOPPS in the General Fund, nor to make cash transfers to any FOPPS in the Auxiliary Fund whose net income is NOT pledged to revenue bonds.

Have a question or feedback?

Questions & Feedback ^[3]

Feedback or Question *

Your Name

Your Email Address

CAPTCHA

This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

Submit

Groups audience:

Controller

Source URL:<https://www.cu.edu/controller/cash-transfer-journal-entries>

Links

[1] <https://www.cu.edu/controller/cash-transfer-journal-entries> [2] <https://www.cu.edu/controller/accounting-finance/chartfields-attributes/fund-transfer-rules> [3] <https://www.cu.edu/controller/forms/questions-feedback-0>