Work Instruction

Fund Listing by Funds Center

When to Use

This report is most commonly used to list only those funds that have had budget or actual transactions processed against the Funds Center/Fund (or subordinates, if applicable) entered in the selection screen. If no budget or actual transactions have been entered, the fund will not be displayed.
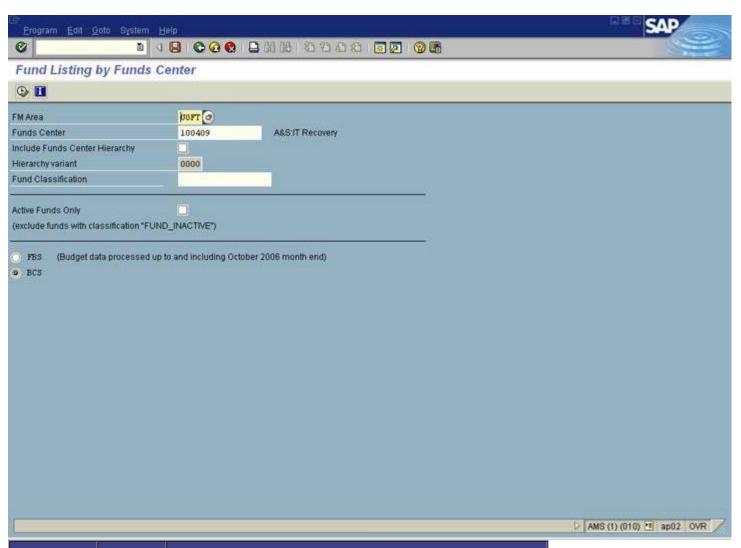
Report Functionality

- provides a listing of all fund(s) associated with a specific Funds Center.
- Funds associated with a subordinate Funds center will be displayed if 'Include Funds Center Hierarchy' is selected

Detailed Procedures

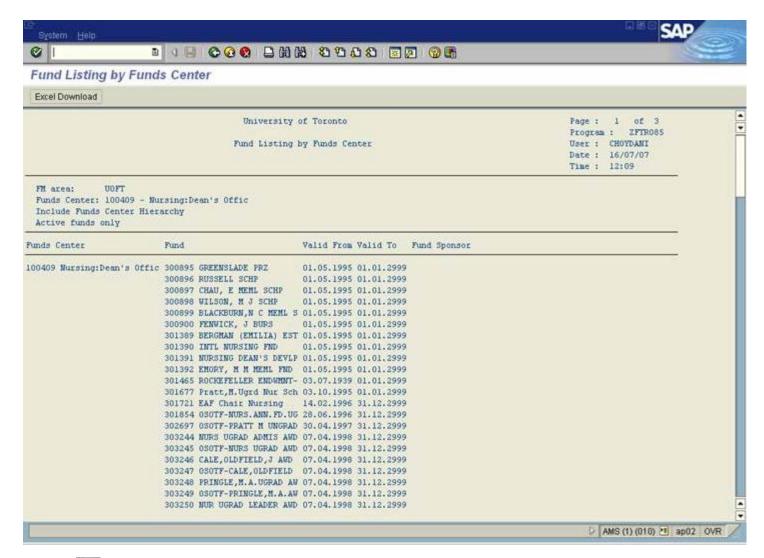**Access the transaction using:**

Menu	*Accounting >> Funds Management >> Information System >> Funds Management(U of T Reports) >> FM Accounts List >> Fund Listing by Funds Center*
Transaction code	ZFTR085

Selection screen:

Fund Listing by Funds Center

FM Area	UOFT
Funds Center	100409	A&S:IT Recovery
Include Funds Center Hierarchy	☐
Hierarchy variant	0000
Fund Classification	

Active Funds Only ☐
(exclude funds with classification "FUND_INACTIVE")

○ FBS (Budget data processed up to and including October 2006 month end)
◉ BCS

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Field Name	Required (R) / Optional (O)	Description of Field Content
FM Area	R	UOFT - Defaults
FundsCenter	R	Enter the FC that you wish to report on. This would normally be a parent or top-level FC.
Include Funds Centers Hierachy	O	Checking this box indicates that you want to include all the FC's that are listed below the parent account.
Fund Classification	O	Fund Classifications are created when the FC is originally created. This function is normally used by central departments. For more information, please contact AMS HELP.
Active Funds Only	O	Click in this box if you only want active funds. Any fund classified as inactive will not be included. These would include fully reconciled or closed funds.

Click on ⊕ to execute the report.

Output Screen

Fund Listing by Funds Center

Excel Download

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Fund Listing by Funds Center

Page :   1   of   3
Program :   ZFTR085
User :   CHOYDANI
Date :   16/07/07
Time :   12:09

FM area: UOFT
Funds Center: 100409 - Nursing:Dean's Offic
Include Funds Center Hierarchy
Active funds only

Funds Center	Fund	Valid From	Valid To	Fund Sponsor
100409 Nursing:Dean's Offic	300895 GREENSLADE PRZ	01.05.1995	01.01.2999	
	300896 RUSSELL SCHP	01.05.1995	01.01.2999	
	300897 CHAU, E MEML SCHP	01.05.1995	01.01.2999	
	300898 WILSON, M J SCHP	01.05.1995	01.01.2999	
	300899 BLACKBURN,N C MEML S	01.05.1995	01.01.2999	
	300900 FENWICK, J BURS	01.05.1995	01.01.2999	
	301389 BERGMAN (EMILIA) EST	01.05.1995	01.01.2999	
	301390 INTL NURSING FND	01.05.1995	01.01.2999	
	301391 NURSING DEAN'S DEVLP	01.05.1995	01.01.2999	
	301392 EMORY, M M MEML FND	01.05.1995	01.01.2999	
	301465 ROCKEFELLER ENDWMNT-	03.07.1939	01.01.2999	
	301677 Pratt,M.Ugrd Nur Sch	03.10.1995	01.01.2999	
	301721 EAF Chair Nursing	14.02.1996	31.12.2999	
	301854 OSOTF-NURS.ANN.FD.UG	28.06.1996	31.12.2999	
	302697 OSOTF-PRATT M UNGRAD	30.04.1997	31.12.2999	
	303244 NURS UGRAD ADMIS AWD	07.04.1998	31.12.2999	
	303245 OSOTF-NURS UGRAD AWD	07.04.1998	31.12.2999	
	303246 CALE,OLDFIELD,J AWD	07.04.1998	31.12.2999	
	303247 OSOTF-CALE,OLDFIELD	07.04.1998	31.12.2999	
	303248 PRINGLE,M.A.UGRAD AW	07.04.1998	31.12.2999	
	303249 OSOTF-PRINGLE,M.A.AW	07.04.1998	31.12.2999	
	303250 NUR UGRAD LEADER AWD	07.04.1998	31.12.2999	

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Click on to go back one screen at a time.

Report Details

Field Name	Description of Field Content
Funds Center	The funds center number and name is displayed here. The first item is the FC entered on the selection screen. All subordinate FC's will be listed below.
Fund	The fund number and name is shown here.
Valid From	This date represents the first date the fund was effective from.
Valid To	This date is the last date the fund is active.
Fund Sponsor	The full name of any sponsor is shown here, if entered in the fund master data record.

This report can be downloaded into excel by clicking on Excel Download .

End of procedure.

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