Scope
All Indiana University units anticipating use of unallocated funds for an identified purpose.

Business Practice Statement
Budgeting unallocated funds that will be spent within the current fiscal year and which have an identified approved purpose.

Reason for Business Practice
To establish a uniform budgeting process for budgeting an identified, approved use of funds/expenditure in the 7900 object code series for use of unallocated funds. Previously amounts have been budgeted as unallocated without identification of the use of the funds.

Procedure to Address
Unallocated Funding
When budgeting unallocated funds the user will enter an object code within the 7900 object code series along with a sub-object code to capture the use of funds/expenditure associated with the unallocated amount. This will provide a reporting mechanism for identifying, aggregating and reporting the use of unallocated funds. Salary-related instances should be budgeted in the appropriate salary savings or salary reserves object code and not in object code 7900.

Definitions
Unallocated Funding
Funding identified for a specific use/expenditure that will occur within the fiscal year.