



**TRANSFER CHART**

Revised : May 31, 2011

**Which Account to Use for Transfers**

Transfers and which Accounts to Use <i>(ALWAYS use the same transfer code on BOTH sides - 199700 with 199700 -OR- 199800 with 199800 -OR- 199500 with 199500)</i>											
FROM (Purpose): 	OPBAS - 11 (EXP codes only, No REV codes)	OPBAS - 11 Program = ALLOC	OPBAS - 11S (for F&A) Program = INST2	OPBAL - 17	OPBAL 3x,42,43 (a)	OPBAL - 41,45,46,47 subject to donor restrictions	OPSS - 21 Program = ALLOC	NOLOA - 5x (University Finance only)	NOEND - XM (University Finance only)	NOPLT - 8x (central offices or assignment only)	AGNCY - 91
TO (Purpose): 											
OPBAS - 11 (EXP codes only No REV codes)	199700	NO	NO	199700	NEVER	199700 \$2000 max/yr per Purpose	NO	NO	NO	199800 Budget Office only	NEVER
OPBAS - 11 Program = ALLOC	NO	199700	NO	199700	NEVER	NO	NO	NO	NO	199800 Budget Office only	NEVER
OPBAS - 11S (Set-up for F&A) Program = INST2	NO	NO	NO	199500	NEVER	NO	NO	NO	NO	NO	NEVER
OPBAL - 17	199700	199700	199500	199700	NEVER	199700 \$2000 max/yr per Purpose	199700	NO	NO	199800 Budget Office only	NEVER
OPBAL - 3x,42,43 (a)	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER
OPBAL - 41,45,46,47	199700 \$2000 max/yr per Purpose	199700 \$2000 max/yr per Purpose	NO	199700 \$2000 max/yr per Purpose	NEVER	199700	NO	NO	NO	199800 Budget Office only	NEVER
OPSS - 21	NO	NO	NO	199700	NEVER	NO	199700	NO	NO	199800 Budget Office only	NEVER
NOLOA - 5x	199800 Univ Finance only	199800 Univ Finance only	NO	199800 Univ Finance only	NEVER	199800 Univ Finance only	199800 Univ Finance only	NO	NO	NO	NEVER
NOEND - XM	199800 Univ Finance only	199800 Univ Finance only	NO	199800 Univ Finance only	NEVER	199800 Univ Finance only	199800 Univ Finance only	NO	NO	NO	NEVER
NOPLT - 8x (central offices or assignment only)	199800 Budget Office only	199800 Budget Office only	NO	199800 Budget Office only	NEVER	199800 Budget Office only	199800 Budget Office only	NO	NO	199700	NEVER
AGNCY - 91	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	NEVER	199700

(a) Rare exceptions may be approved/processed by Research Office in coordination with University Finance. Also, colleges have guidelines in place for transfers under Delegated Authority and Research Incentive.

NOTE - Transactions involving Purpose codes with the following Program codes [DBTSV, ALLOC, TRSFS, AUXAL, AUXDS, AUXTR, RSRVS] must use transfer Accounts (199700 or 199800) and must never use expense or revenue Accounts.