

**MICHIGAN STATE UNIVERSITY
FUND AND SUB-FUND DESCRIPTIONS**

<i>Fund</i>	<i>Sub-Fund</i>	<i>Sub-Fund Name</i>	<i>Fund/Sub-Fund Description</i>	<i>Restricted or Unrestricted Funds</i>	<i>Description of Cash Inflows</i>	<i>Description of Cash Outflows</i>
Designated (Dxxxxxx)	Designated Fund is used to account for self-supporting activities that generally have an instructional, research, or public service component. These include non-credit instruction services, conferences, seminars, testing services, etc. These funds are unrestricted in nature, meaning the entity paying the funds has not restricted the University on how the funds are to be used.					
	DA	DES-Clearing	Accounts that temporarily hold revenue and expenses prior to distribution to other accounts.	Unrestricted	Funds being held before being remitted to other accounts.	Remittance to other accounts.
	DC	DES-Default Payroll Accounts	Accounts assigned to each Responsibility Center; used to ensure each employee is paid timely and accurately in the event of an account exception within the payroll system. All default payroll accounts are monitored centrally (by Payroll operations) and any expenses that are charged to them must be immediately corrected. Departments should also reconcile their default accounts and notify Payroll if they see any transactions.	Unrestricted	None	Should not have any. Payroll expense that hits these accounts must be corrected.
	DE	DES-Funds Functioning as Endowments	Used to account for spending policy distributions for unrestricted funds invested as Funds Functioning as Endowments (FFE), per Board approval.	Unrestricted	Spending policy distributions.	Expenses in line with the designated purpose outlined by the Board in approving the FFE principle investment.
	DM	DES-Term Endowments	<i>For Central Use Only</i> – used to account for spending policy distributions for unrestricted Endowment Trust accounts, per Board approval.	Unrestricted	Spending policy distributions.	Expenses in line with the designated purpose outlined by the Board in approving the Endowment Trust investment.

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	DN	DES-Non-Credit Instruction	Used to account for formalized instructional activities that are recurring in nature, but do not result in credit toward any formal postsecondary degree or certificate. Includes noncredit instructional offerings carried out by the institution's extension division as well as noncredit offerings that are part of the adult education or continuing education program. Activities may include certification or licensure-type programs.	Unrestricted	Revenue from non-credit instructional activities, including instructional fees and related sponsorship revenue.	Expenses necessary to develop and support non-credit instructional activities.
	DR	DES-Reserve	Used to account for unrestricted funds held in reserve for future department initiatives (see Plant Fund if the reserve is intended for the purchase or maintenance of facilities or equipment).	Unrestricted	Transfers from unrestricted accounts: Designated, General, or Auxiliary operating accounts.	Used to fund department initiatives.
	DS	DES-Operating (Self-Supporting)	Used to account for self-supporting activities which generally have an academic, research, or public service component to the activity (e.g. conferences, seminars, medical services, etc.). For self-supporting activities providing services by utilizing research capacity (i.e. facilities, equipment, etc.) – please see DY sub-fund below.	Unrestricted	Revenue earned through the self-supporting activity for which the account was set up.	Expenses necessary to sustain the self-supporting activity for which the account was set up.
	DT	DES-Other	Used to account for designated activities which do not naturally fit into any other Designated Sub-Fund.	Unrestricted	Various	Expenses that are necessary for the purpose and intent of the account.

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	DU	DES-Undistributed Gains and Losses	<i>For Central Use Only</i> – used to account for University investment income.	Unrestricted	Investment income	N/A
	DX	DES-True Endowments	Used to account for spending policy distributions for unrestricted true endowment funds invested per Board approval.	Unrestricted	Spending policy distributions.	Expenses in line with the designated purpose outlined by the Board in approving the true endowment principle investment.
	DY	DES-Fee for Service in Academic Settings	Used to account for self-supporting activities that utilize academic/research capacity. These activities encompass service projects for which a 3 rd party/client requests a deliverable generated by known practical applications of standard procedures and established protocols (e.g. seed variety trials, other testing, etc.).	Unrestricted	Revenue earned through the self-supporting activity for which the account was set up.	Expenses necessary to sustain the self-supporting activity for which the account was set up.
	DZ	DES-Administration	<i>For Central Use Only</i> - used to facilitate year-end adjustments and transactions for financial reporting purposes.	Unrestricted	N/A	N/A