

**Purpose of the FIN068 Report**

The FIN068 provides departmental fund managers with: 1) a condensed report of fiscal year-to-date distributed endowment and trust fund income that has been posted to their department; 2) restriction and designation information for the source funds whose income is distributed into a given chartstring (even if the source fund flows into another fund, such as the General Fund A0000, E9999, or another E-fund); and 3) book, market, and equity unit values for source endowment funds.

**We now have two fund restriction reports. How does the FIN068 (initial distribution) differ from the FIN019 (assigned balance)?**

The FIN019 displays restriction information for a given source fund, in whatever chartstring has used that fund, i.e., wherever that fund has a balance. This provides downstream users of a fund--such as faculty research programs who have received assigned balances--to see restriction and internal designation information for that fund. This allows restriction information to appear wherever a given restricted fund is used.

The FIN068 displays source fund restriction information in the original receiving chartstrings in which invested fund (endowment, E-fund; and external trust, F-fund) income has been distributed for that year by the Budget Office.

<b>What would you like to do?</b>	<b>FIN019—by Assigned Balance</b>	<b>FIN068-by Source Fund Distribution</b>
See book, market, and equity unit values for endowments that are managed partially or wholly by your department	No	Yes—Source fund (E) values for the most recent available period are displayed on the main report; drills to prior periods are available for your funds.
See endowment and trust fund income distributed to your department this fiscal year	No (included in assigned balances, but not readily identifiable)	Yes
See restrictions for the each of the fund balances on a faculty member’s program	Yes	No
See current balances for restricted fund chartstrings in your department	Yes, for all Gift (B), Endowment (E), and Trust (F) funds	No. Shows yearly distributed amounts, not current unencumbered balances
See gift expendable gift (B) fund restrictions	Yes	No. Only invested fund (E and F) information is available on the FIN068.

Because the FIN068 displays only distributed investment income, it is more summarized than the FIN019. For example, a department might have ten source funds listed on the FIN068, because ten funds’ payout streams currently are directed to that department for spending. The FIN019 might have hundreds of rows, because the department has assigned balances or charged expenses on those ten

## Report Reference Guide-FIN068-“Fund Restriction/Designation by Initial Chartstring Payout Distribution”

funds across dozens of programs. The FIN019 also shows more chartstrings because it includes any prior-year balances that rolled over on a given chartstring, as well as any balances assigned into a department, from another department, on a given fund. The FIN019 is intended to be a more localized report, to be run on a few selected chartstring(s) rather than a whole department.

### **How Do I Use the FIN068?**

Chartstring and fiscal year prompts use the same selection methods employed on other FIN financial management reports.

Prompts control which receiving chartstrings are displayed on the FIN068 report. You do not need to know the source fund codes in order to run the report correctly. Any new source funds that provide income to your department will appear on the report as soon as the first distribution is made.

To see all end user-managed endowment payout and trust fund income distributed to your department so far this year, select the current fiscal year and accounting period, and the department(s) in your organization, and selected “Endowment/Quasi-Endowment” and “Other Funds” on the Receiving Fund tree prompt (this excludes centrally managed endowments, such as for fellowships). The latter are visible if you select “A0000” on the “Receiving Fund” prompt.

If you only want to see the source fund(s) that flow into a certain chartstring in your department, select that specific receiving fund and program.

The FIN068 only shows payout distributed in the original receiving chartstring. If you have assigned the money to another chartstring(s), the movement of that money will not appear on the FIN068.

Restriction information for each source invested fund is provided. Click on the “Source Fund Description” to drill to a list of scanned documents available for that source fund. A secondary drill displays the images.

Asset and Equities Information (Book Value, Market Value, and Equity Units) for each source endowment fund is displayed on the right-hand side of the report. The most recent period’s data appears on the report. Note that this data is lagged, especially between June and October when the University’s investment performance is being audited. Trust fund (F-fund) information is not available, because these externally managed funds’ values are not managed in the Asset and Equities system. The report viewer may drill into prior-period Book, Market, and Unit values by clicking on the hyperlinked “Book Value” for a given source fund.

Please contact the Associate Budget Director if you need reports of your department’s distributed endowment and trust income information for years prior to FY15, or if you have questions about the chartstring into which income is distributed.