

FY 2016 Cheat Sheet for Related Documents

FM Side				PS/CO Side			Cost Element/Commitment	
FM Fund Center	FM Fund Code	Functional Area	FY 2016 Program Offer	/O	Cost Center	WBS Element	Item	Notes
General Fund Contingency								
19	1000	0020	95000-16		9500001000		60470	Reduce available General Fund Contingency
xx-xx	xxxxx	0020			xxx	xxx	xxxxx	Increase Expenditure
Indirect								
Central								
xx-xx	xxxxx					xxx	60350	Indirect Expenditure
19	1000	0020	95001-16		9500001000		50310	Indirect reimbursement revenue in General Fund
19	1000	0020	95000-16		9500001000		60470	CGF Contingency expenditure
Departmental								
xxx	xxxxx				xxx	xxx	60355	Indirect Department Expenditure
xx-xx	1000				xxx	xxx	50370	Indirect Dept reimbursement revenue in General Fund
xx-xx	1000				xxx	xxx	xxx	Off setting Dept expenditure in General Fund
Mobile Communications Management								
xx-xx	xxxxx					xxx	60370	Departmental mobile communications management expenditure
78-20	3503	0020	78024-16		709105		50310	Budgets receipt of reimbursement
78-20	3503	0020	78024-16		709105		60200	Budgets offsetting expenditures
Telecommunications								
xx-xx	xxxxx					xxx	60370	Departmental telecommunication expenditure
78-70	3503	0020	78023-16		709525		50310	Budgets receipt of reimbursement
78-70	3503	0020	78023-16		709525		60200	Budgets offsetting expenditure in telecommunications fund
Data Processing								
xx-xx	xxxxx					xxx	60380	Departmental data processing expenditures
78-70	3503	0020	78031-16		709599		50310	Budgets receipt of Data Processing reimbursement
78-70	3503	0020	78031-16		709599		60240	Budgets offsetting expenditures
Electronic Service Reimbursement								
xx-xx	xxxxx						60420	Departmental Electronics expenditure
78-60	3505	0020	78004-16		902211		50310	Receipt of Electronics service reimbursement
78-60	3505	0020	78004-16		902211		60240	Budgets offsetting expenditure
Motor Pool: Use this cost center if you are adding funds for motor pool use.								
xx-xx	xxxxx					xxx	60410	Departmental Motor Pool expenditure
78-30	3501	0020	78041-16		904150		50310	Budgets receipt of Motor Pool service reimbursement
78-30	3501	0020	78041-16		904150		60240	Budgets offsetting expenditure
Fleet: Use this cost center if you are adding funds for dedicated program cars.								
xx-xx	xxxxx					xxx	60410	Departmental Fleet expenditure
78-60	3501	0020	78039-16		904100		50310	Budgets receipt of Fleet service reimbursement
78-60	3501	0020	78039-16		904100		60240	Budgets offsetting expenditure
Building Management								
xx-xx	xxxxx					xxx	60430	Departmental Building Management expenditure
78-50	3505	0020	78009-16		902575		50310	Budgets receipt of Building Management service reimbursement
78-50	3505	0020	78009-16		902575		60170	Budgets offsetting expenditure
Insurance Service Reimbursement								
xx-xx	xxxxx						60140 or 60145	Departmental Insurance expenditure
72-80	3500	0020	72020-16		705210		50316	Insurance Revenue
72-80	3500	0020	72020-16		705210		60330	Offsetting expenditure
Lease Payments to Capital Lease Retirement Fund								
xx-xx	xxxxx						60450	Departmental Capital Lease Retirement expenditure Contact your Budget Analyst to complete this.
Mail & Distribution								
xx-xx	xxxxx					xxx	60460	Mail & Distribution expenditure
78-20	3504	0020	78042-16		904400		50310	Budgets receipt of service reimbursement
78-20	3504	0020	78042-16		904400		60230	Budgets offsetting expenditure
Records								
xx-xx	xxxxx					xxx	60460	Records expenditure
78-20	3504	0020	78043-16		904500		50310	Budgets receipt of service reimbursement
78-20	3504	0020	78043-16		904500		60240	Budgets offsetting expenditure