

The University of Texas - San Antonio
Fund Rules for Budget Transfers

(OPE Ledger Only)

~ Updated July 2023

- Disallowed
- Allowed - Level 1 (Front Office Users and Approvers can submit budget transfer)
- Allowed - Level 2 (Only Approvers can submit budget transfer)

Additional Routing: Funds 5100 - 5400 will Route to PI / RSC / GCFS for approval prior to routing to Budget Office for final approval and posting
 Funds 5500 - 5800 will Route to Accounting for approval prior to routing to Budget Office for final approval and posting

		TRANSFER "TO" FUND																															
Fund Description	Fund Type	Fund	2100	2110	2115	2120	2150	3100	3105	3106	3115	3200	4100	4200	4300	4400	4500	4600	4700	4800	5100	5200	5300	5400	5500	5515	5600	5800					
Gen Funds	E&G	TRANSFER "FROM" FUND	Level 1						Level 2																								
Research & Developmt	E&G			Level 1																													
Special Items	E&G				Level 1																												
State Pass Thru	E&G					Level 1																											
E&G Local	E&G						Level 1																										
Organized Ed Activ	Designated Funds							Level 1						Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1						Level 2	Level 2	Level 2	Level 2			
Designated Tuition	Designated Funds			Level 2						Level 1																							
Differential Tuition	Designated Funds										Level 1																						
Student Svc Fees	Designated Funds											Level 1																					
Net Service Funds	Designated Service Ctrs												Level 1																				
Intercoll Athletics	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Housing / Food	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1							Level 2					
Bookstore	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Parking / Traffic	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Stdtnt Health Ctr	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Student Svc Fees	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Other	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Stdtnt Activities	Auxiliary Funds								Level 1					Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1	Level 1												
Fed Spons Pgms	Grants & Contracts																						Level 1										
State Spons Pgms	Grants & Contracts																							Level 1									
Local Spons Pgms	Grants & Contracts																								Level 1								
Priv Spons Pgms	Grants & Contracts																									Level 1							
Gifts & Other	Restricted Gift Funds									Level 2																		Level 1	Level 2	Level 2	Level 2	Level 2	
Res Endow Inc Clearing	Restricted Gift Funds																											Level 2	Level 1	Level 2	Level 2	Level 2	
Gifts for Endowments	Restricted Gift Funds																											Level 2	Level 2	Level 1	Level 2	Level 2	
Restricted Other	Restricted Other																												Level 2	Level 2	Level 2	Level 1	Level 2

Footnotes
 A) Transfers from Fund 2115 to Fund 2115 are allowed only for like programs. Ex: SBDC to SBDC only, or SALS1 to SALS1 only (Note: one special item funding from the state may have multiple cost centers)
 B) Transfers from Fund 2120 to Fund 2120 are allowed when the cost centers are related to the same award. This should be confirmed by the department.
 C) Transfers from Fund 2150 to Fund 2150 are allowed when the cost centers are related to the same award. This should be confirmed by the department.
 D) Transfers from Fund 3100 to Fund 3100 are allowed as long as they are for a like purpose Ex. official occasions to official occasions and fees to fees.