



Transfer of Funds: Allowable Transactions

The business rules regarding transferring funds between accounts are driven by the fund groups to which the accounts belong. Allowable fund transfers are determined by both the source and type of funds. For example, funds cannot be transferred from a restricted account into an account that is not restricted.

Transferring funds out of the General Fund should only be done for specific and necessary reasons. For example, funding a Plant Fund project. Whenever possible, General Funds should not be transferred to Designated or Auxiliary Funds.

This process does not apply to moving funds from one General Fund account (G) to another General Fund account (G). To move funds between General Fund accounts, use the Budget Reallocation e-doc.

Use the chart below to assist you in determining allowable transfers. The column on the left refers to the account from which funds are being transferred (object code 6101) and the column on the right refers to the account to which funds are being transferred (object code 4101).

Allowed account transactions - accounts by fund group:

From		To	
Fund Group	Starts with letter	Fund Group	Starts with letter
Agency	A	Agency	A
Designated	D	Designated	D
Designated	D	Plant	P
Designated	D	Auxiliary	X
General ¹	G	Designated	D
General ¹	G	Plant	P
General ¹	G	Auxiliary	X
Plant	P	Designated	D
Plant	P	Plant	P
Plant	P	Auxiliary	X
Auxiliary	X	Designated	D
Auxiliary	X	Plant	P
Auxiliary	X	Auxiliary	X
Expendable Restricted ²	R	Endowment	N
Expendable Restricted ³	R	Plant	p ³
Expendable Restricted ²	R	Expendable Restricted ²	R ⁴

¹Transferring funds out of the General Fund is subject to approval of the Office of Financial Planning and Budget.

² MSUE and AgBioResearch accounts excluded.

³Transfers from restricted accounts (typically RN Gift accounts) to restricted Plant project accounts (PQ, PR, PS) only.

⁴Funds cannot be transferred into Endowment Spending accounts.