CSUSM Corporation & Foundation
Chartfield Descriptions and Helpful Tips

Account (6 digits) – Identifies the type of financial transaction, e.g. Salaries, Travel, Supplies, etc.

Fund (5 digits) – Identifies the type of project:
- Campus Programs
- Sponsored Projects
- Endowments
- Scholarships
- Student Loans

Department (4 digits) – Identifies the campus department that is the source of the financial transaction being charged to the project.

Project (5 digits) – Is the main reporting source for your grant/program/project activity. All revenues and expenditures are recorded and reported at the project level.

SAMPLE CFS CHARTFIELD STRING:

Account	Fund	Department	Project
660001	96013	1039	70001

FOUNDATION Business Unit (SMFND):

All Funds begin with 96XXX

CSUSM Corporation Business Unit (SMURS):

All Funds begin with 92XXX

Project/Fund/Account/Department Listing:

Use the following link to identify the appropriate chartfield (Project/Fund/Account/Department) for your project.

http://www.csusm.edu/fs/

Deposit Item Codes:

All deposits to Cashiers only require an Item Code. The Item code listing can be found at

http://www.csusm.edu/fs/

SAMPLE ITEM CODE - CASHIERING: 81000CNP

CSUSM
Corporation

8/05/14