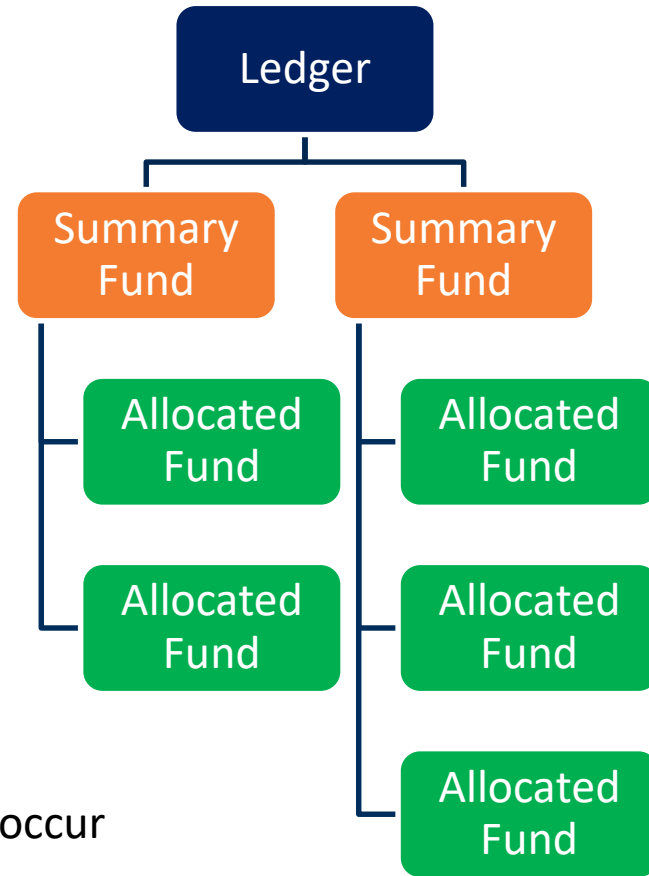
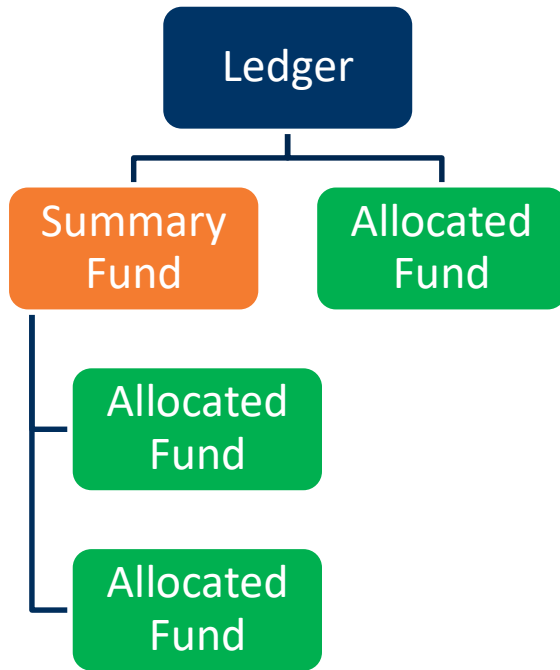




Acquisitions

Ledger and Fund Hierarchy



Allocated funds are where all transactions occur

Ledgers and Funds

- Compare your balances to business office balances
 - How does your business office define your budget?
 - Structure ledgers and funds to match the reporting structure of the business office.
 - Use summary funds when your buckets are more granular than the business office's buckets.
- Utilize all allocated funds on time
 - Keep an eye on fund balances and encumbrances

