

Business Unit Policies and Guidelines (LB49R)

Contents

I. Overview	3
II. ChartFields	3
A. ChartField Components	3
1. Fund	3
2. Account	7
3. Department	7
4. Program	8
5. Project	8
6. Class	8
7. Scenario	8
B. Reporting Groups	8
C. Combo Edits	9
D. How to Request a New ChartField	9
III. Expenditures	10
A. Delegation of Authoriy	10
B. St196 ##.0.Td.(.)Tj.0.005.Tc0.005.Tw.0.239.0.Td.[(
V H. ment190.029.0.Td.(.)Tj.0.005.Tc0.005.Tw.0.087.0.Td.[(

I. Overview

The 49er Foundation (LB49R) is a non-profit, 501c (3) organization established in 2012 to support and advance the philanthropic mission of California State University, Long Beach. To fulfill this mission, the 49er Foundation actively promotes philanthropy and manages donated resources for the advancement of the University. The 49er Foundation advocates for the people and programs at California State

b)

Term Endowment (Txxxx)
Donor-

EB	Endowment Buildup
EBC	Board Endowment - Chair
EBP	Board Endowment - Program
EBS	Board Endowment - Scholarship

EBU Board Endowment -

III. Expenditures

A. Delegation of Authori ty

The 49er Foundation follows the campus' <u>Signature of Authority policy</u>. Signature authority is the permission to execute and approve transactions up to limits established by relevant University policies. Delegation of Authority is the formal recorded conveyance o

C. Capital Purchases

All capital items charged to 49er Foundation funds are purchased for the benefit of the University. Capital projects are managed by the University through Plant Facilities, and the appropriate 49er Foundation funds are charged based on a project agreement negotiated between Plant Facilities and the fund owner. Equipment not connected with a capital project that is eligible for capitalization (acquisition cost is \$5,000 or more) is recorded at the time of purchase in the University's asset management system for accounting and for inventory purposes.

IV.