

## Appendix A – Funds

100 Unrestricted Funds	
110	General Unrestricted
120	Employee Benefits
130	Unrestricted Clearing
131	Payroll Clearing
132	SES Clearing
133	Vendor Interface Clearing
150	Auxiliary Enterprises
151	Allen Center
152	NU Press
156	Evanston University Housing & Food Service (EV-UHFS)
157	Chicago University Housing & Food Service (CH-UHFS)
160	Recharge Operations
170	Unrestricted with Project
171	Designated
172	Self Supporting
190	Cost Sharing
191	Mandatory Cost Sharing
192	Mandatory Over-the-Cap Salary Cost Sharing

300 Gifts	
310	Temporarily Restricted Gifts
320	Unrestricted Gifts
330	Gift Holding

400 Endowment/Annuity	
410	Permanently Restricted Endowment Principal
420	Temporarily Restricted Endowment Principal
430	Unrestricted Endowment Principal
431	Funds Functioning as Endowment
432	Unrestricted Gains & Losses on Endowment
433	Unrestricted Income Returned to Principal
440	Temporarily Restricted Endowment Spending
450	Unrestricted Endowment Spending
460	Endowment Holding
470	Charitable Remainder Trusts (CRT)
471	Permanently Restricted CRT
472	Temporarily Restricted CRT
480	Charitable Gift Annuities (CGA)
481	Permanently Restricted CGA
482	Temporarily Restricted CGA
483	Unrestricted CGA

500 Student Loan	
510	University Funded
520	Government Advances
530	Gift Funded
540	Endowment Funded

600 Grants & Contracts	
610	Federal Grants & Contracts
620	Federal Flow-Through
630	State of Illinois Funding
640	Industry Clinical Trials
650	Non-Federal Non-Industry Clinical Trials (a.k.a Other Grants & Contracts)

700 Agency	
710	Agency
720	Agency Spending Advance Funds
730	Agency Student Organizations
740	Agency Invested Funds
750	Agency NU Press Work-In-Progress

800 Plant	
810	Plant Construction – Capital
811	Temporarily Restricted Plant Construction – Capital
812	Unrestricted Plant Construction – Capital
820	Plant Construction – Non-Capital
830	Debt Service
840	Investment in Plant

## Appendix B – Accounts

Account	Benefit Account	Federal Benefit Rate	Non-Federal Benefit Rate	Account Category	Description	CUFS Object of Expense
60011	60186	0.21900	0.24100	60010	Faculty Salaries, Regular	0010
60015	60186	0.21900	0.24100		Med Fac Salary, SDA Credits	0015
60020	60186	0.21900	0.24100	60010	Faculty Summer Salary	0020
60030	60186	0.21900	0.24100	60010	Research Professional Salary	0030
60040	60181	0.06600	0.06600	60010	Academic Occasional Salaries	0040
60050	60186	0.21900	0.24100	60010	Academic Professionals	0050
60060	60186	0.21900	0.24100	60200	Administrative Salaries	0060
60062		0.00000	0.00000	60200	Internal Consulting (KGSM)	0062
60063	60181	0.06600	0.06600	60200	Faculty Additional Pay	0063
60065		0.00000	0.00000		Northwestern Mem Fac Found	0065
60067	60181	0.06600	0.06600	60200	Faculty Incentive Compensation	0067
60070	60182	0.01700	0.01700	60200	TGS Teaching Assistants-Reg	0070
60076	60182	0.01700	0.01700	60010	TGS Research Assistants	0076
60077		0.00000	0.00000	60200	Non-TGS Research Assistants	0077
60078	60182	0.01700	0.01700	60200	TGS Graduate Assistants	0078
60079		0.00000	0.00000	60200	Non-TGS Student Assistants	0079
60101	60186	0.21900	0.24100	60200	Professional Exempt	0100
60102	60181	0.06600	0.06600	60200	Staff Additional Pay	0101
60103	60186	0.21900	0.24100	60200	Secretarial-Clerical	0102
60104	60186	0.21900	0.24100	60100	Technical-Paraprofessional	0104
60106	60186	0.21900	0.24100	60100	Service-Maint-Skilled Crafts	0106
60111	60181	0.06600	0.06600	60210	Temporary Wages	0110
60112	60181	0.06600	0.06600	60200	Overtime Wages	0112
60113	60181	0.06600	0.06600	60210	Temporary Pool	0111
60120		0.00000	0.00000	60210	Student Regular Wages	0120
60121		0.00000	0.00000	60200	Teaching Assistants-Work Study	0072
60122		0.00000	0.00000	60210	Regular Fed Work Study	0122
60123		0.00000	0.00000	60210	America Reads Work Study	0123
60124		0.00000	0.00000	60210	Medill Work Study	0124
60125		0.00000	0.00000	60210	Comm Service Fws	0125
60131		0.00000	0.00000		Long Term Disability Payments	0126
60147		0.00000	0.00000		Gme Payroll Clearing Account	0147
60158		0.00000	0.00000		Retiree Annuities	0158
60178		0.00000	0.00000		FSA Dependent Care Match	0178
75011		0.00000	0.00000	75001	Prof-Consult Svcs-Non-Res Alie	5011
75016		0.00000	0.00000	75001	Profes Svcs Reimb-Non-Res Alie	5016
78010		0.00000	0.00000	78001	Grant In Aid	8010
78050		0.00000	0.00000	78001	Stipend	8050
78060		0.00000	0.00000	78001	Stipend - Service	8060
78070		0.00000	0.00000	78001	Stipend - Supplement	8070
78080		0.00000	0.00000	78001	Taxable Post Doc Fellowships	8080



## Appendix C – Administrative Units

Administrative Units	Description	Old CUFS Areas
1000000	Administration	100
1100000	Fringe Benefits	118
1200000	University Relations	130
1300001	Financial Aid	145
1400000	Business & Finance	116
1500000	University Services	112
1600100	Alumni Relations & Development	120
1700000	Information Technology	500
1800100	Facilities Management	110
1900100	Recreation	150
2000100	Athletics	155
2100000	Student Affairs	160
2200000	University Housing	600
2300000	NU Press	610
2400100	Allen Center	620
3010000	Provost	140, 430
3200000	University Libraries	420
4001100	College of Arts and Sciences	300
4100000	School of Education	310
4200000	School of Journalism	320
4300000	Media Management Center	325
4500000	School of Music	330
4600000	School of Communication	340
4700000	McCormick Eng. & Applied Sciences	350, 357
4900000	The Graduate School	360
5011000	Feinberg School of Medicine	365, 370, 380
5500000	School of Law	390
5600100	Kellogg Graduate School of Management	400
5800000	School of Continuing Studies	410, 415, 530
7100000	NU in Qatar	335
8112600	Research Operations	510, 527
8210000	Research Centers and Institutes	520
9700000	Medical Facility Foundation	NMF

## Appendix D – Query Tables

### Employee Basic Tables

Administrative Units	Description	Old CUFS Areas
EMPLOYEES		Active Employees – core information
NW_EMPLOYEES		Active Employees – core information with NW special fields
PERSONAL_DATA		Employee personal information summary
PER_ORG_ASGN		Employee job types
EMPLOYMENT		View of employee dates (hire, service etc.)
JOB		Employee job information with history
PERSON_NAME		Employee's names with history
ADDRESSES		Employee addresses with history
PERSONAL_PHONE		Employee phone numbers
EMAIL_ADDRESSES		Employee email addresses
NW_EMAIL_ADDR		Employee Northwestern email address
EMERGENCY_CNTCT		Employee Emergency contacts
NW_REPORTS_TO		Employee supervisor position
NW_LABEL		Employee label information
NW_EMPL_TENURE		Employee tenure status and history

### Funding & Ledger Tables

Active Information	CUFS History	Description
POSITION_DATA		Position description and details
POSN_VACANT		Positions without incumbents
NW_POSN_DIST	NW_POSN_HIST	Position funding
NW_EMPL_DIST	NW_EMPL_HIST	Temp Employee Funding
NW_GL_TABLE9999 Where 9999 represents fiscal year	NW_GL_HIST With criteria for year = 9999	General Ledger transactions
NW_GL_TABLE	NW_GL_HIST	General Ledger transactions
NW_CUR_ENCB_TBL		Current Encumbrances
NW_FN_DEPT_TBL		Financial Department Description
PROJECT		Project description
PROJ_ACTIVITY		Project start and end dates
	NW_ORG_DESCR	Organization description
	NW_AREA_DESCR	Area Description
	NW_FUND_DESCR	CUFS Fund Description

*List includes core records that are used in queries. Not all users can access all of the listed tables. Access is based on each user's personal security profile in HRIS.*

## Appendix E – Navigation Quick Reference

Page Name	Navigation
View Valid Chartstring	Main Menu > Organizational Development > Position Management > Review Funding Info > View Valid Chartstring
Temp Employee Funding	Workforce Administration > Job Information > Maintain Job Information – Temps > Temp Funding
Enter Journals for Temps	Workforce Administration > Job Information > Maintain Job Information-Temps > Journal Entry for Temps
Temp Employee Funding History in CUFS format	Workforce Administration > Job Information > Maintain Job Information-Temps > Temp Employee Funding History
Position Data	Main Menu > Organizational Development > Position Management > Add/Maintain Positions > Position Data
Deployed Funding	Organizational Development > Position Management > Add/Maintain Positions > Position Funding
Not Deployed Funding	Main Menu > Organizational Development > Position Management > Add/Maintain Positions > Position Funding – Not Deployed
Position Funding History in CUFS format	Main Menu > Organizational Development > Position Management > Review Position/Budget Info > Position Distribution History
Track Deployment by PTA (Who has it? / Who worked it?)	Main Menu > Organizational Development > Position Management > Review Funding Info > Track Deployment for PTA User
Track Deployment by non-PTA Approvers (Who has it? / Who worked it?)	Main Menu > Organizational Development > Position Management > Review Funding Info > Track Deployment by Pos#/Dept
Enter Journals	Main Menu > Organizational Development > Position Management > Enter Journals > Enter Journals
Track Journals by EMPLID (Who has it? / Who worked it?)	Main Menu > Organizational Development > Position Management > Review Funding Info > Track Journals by EMPLID/Dept
GL Journal View	Payroll for North America > Employee Pay Data USA > View Misc Payroll Data > GL Journal View
Journal View in CUFS format	Main Menu > Organizational Development > Position Management > Review Position/Budget Info > Journal View - CUFS
Paycheck Distribution tab on Paycheck page, updated with new chartstring values	Payroll for North America > Payroll Processing USA > View Paycheck Information > Paycheck
Additional Pay Funding History in CUFS format	Payroll for North America > Employee Pay Data USA > Additional Pay Funding History
Additional Pay Funding	Payroll for North America > Employee Pay Data USA > Additional Pay Funding

