

# Chartstring 101

## A Quick Guide to Get You Started

Name	Quick Definition	Tips
<b>PCBU</b>	Campus-defined categories that primarily drive the grant billing process (EX: grant, DRIF, state, etc.)	Could be useful in RAVEN for defining categories of grants
<b>Project Chartstring</b>	PCBU + Project ID + Activity ID Bucket for collecting revenue, expense and budget (where applicable)	When you want to view RAVEN data for a specific Project, you only need to enter the Project ID.
<b>Owner Department</b>	The department responsible for financial management & budget for the Project	In RAVEN, remember that Owner Departments are arranged in “trees”. Entering a department high on the tree will retrieve data for that department ID <u>and any of its sub-department IDs.</u>
<b>Program</b>	GAAP expense categories used to produce external reporting that is consistent across organizations in the higher education industry. Sometimes called the functional category (research, training, instruction, public service, etc.)	GAAP stands for “Generally Accepted Accounting Principles”
<b>Fund</b>	At a high level - source of funds (EX: Restricted, Unrestricted, Cost Sharing, Auxiliary, State, etc.)	Specifying Fund is an easy way to identify (for example) restricted vs. unrestricted sources of funds. At the detail level, it’s an easy way to identify cost sharing expenses (for those who deal with Projects subject to cost sharing).
<b>Account</b>	For users who enter transactions Account is the revenue or expense category	Don’t get “Account” confused with “Account Code” in eUMB HRMS. Account Code ties to Project in eUMB Financials. You may also hear Projects referred to as “accounts” – a holdover from the old system (FAS/FRS). This is a good term to clarify when talking with others!
<b>Tx Department</b>	Used to identify the department that entered the transaction (‘Tx’)	When you are using Projects “owned” by your department, Tx Department will be the same as Owner Department.
<b>Amount</b>	Not a chartfield, but almost always associated with chartfields	