

UNCW PURCHASES
APPROPRIATE FUNDING SOURCES

Description	Account Code	General Fund	Unrestricted Trust Funds	Restricted Trust Funds
Source of Funds		State Appropriations	Receipts – Transfers, Sales, Fees and Interest Income	Government and Private Awards and Grants
Fund Codes (ACG 05.102)		1XXXXX	2XXXXX 3XXXXX	5XXXXX 6XXXXX
Expenditures				
Food products	932290	NO	YES	(3)
Entertainment (ACG 05.107)	953962	NO	YES	NO
Institutional Membership (ACG 05.112)	954920	YES	YES	NO
Indiv. Memberships (ACG 05.112)	954921	YES (1)	YES	NO
Moving Expenses (ACG 05-106)	929300	NO	YES	NO
Non-Essential Office Supplies: e.g., coffee, plants, pictures, etc.	932990	NO	YES	NO
Gift cards for Employees (PUR 05.159)	932990	NO	YES (2)	NO
Retirement Gifts for Employees (including gift cards)	958993	NO	YES(2)	NO
Gift cards for Students	932990	NO	YES(2)	NO
() Indicates UNCW Policy Reference Number		(1) If required for employee position	(2) Must include the name and signature of the recipient and purpose of gift. No gifts can be charged to funds whose revenues are generated from other UNCW departments. Gift cards are taxable to employees.	(3) Depending on the contract, these may be appropriate. Contact ORS to find out if these are budgeted items for your fund.