Chart of Accounts (CoA) Overview
What is the Chart of Accounts (CoA)?

The Chart of Accounts is the structure within UC Merced’s financial system.

• It organizes what we spend by using multiple segments to classify those expenses.

• A combination of these segments is called a chart string.

• Chart strings are the basis on which we track spending across the university.
<table>
<thead>
<tr>
<th>Key Term</th>
<th>Definition</th>
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<tbody>
<tr>
<td><strong>Common Chart of Accounts (CCoA)</strong></td>
<td>The methodology on structure and reportable value hierarchy used to develop the CoA. Mandated for systemwide use by UCOP.</td>
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<tr>
<td><strong>Chart of Accounts (CoA)</strong></td>
<td>The account structure used to record transactions and maintain account balances. It organizes financial information for record-keeping and reporting.</td>
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<td><strong>Cross Validation Rule</strong></td>
<td>Defines whether a value of a segment can be combined with specific values of other segments. If a rule is broken, the user receives an error message and instructions.</td>
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<td><strong>Hierarchy</strong></td>
<td>The tree structure in which segment values are organized, with nodes and its branches holding the segment values. The values have a parent-child relationship.</td>
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<td><strong>Segment</strong></td>
<td>Identifies components of a Chart of Accounts. A segment is associated with set of values that also provide the formatting and validation of those values. UC Merced has 10 segments in a chart string.</td>
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The 10 CoA segments in Oracle are:

Current

- Entity (4)
- Fund (5)
- Financial/HR Unit (7)
- Account (6)
- Function (2)
- Program (3)
- Project (10)
- Physical Location (3)
- Sub-Activity (6)

- Inter Entity (0000)
- Flex 1 (000000)
- Flex 2 (000000)

(“Flex fields” reserved for use if UCOP mandates additional segments.)
The **Entity** segment identifies the location in the UC system. Each campus has a unique identifier. This segment also aligns with the legal entity; i.e. our foundation and future medical school will have their own Entity values and align as unique legal entities.

Example: 1011 (UC Merced Campus)
The **Fund** segment identifies or tracks the source of funding, with designations and restriction-types.

Examples: 14000 (Tuition), 19900 (State General Funds)
The **Finance/HR Unit** segment identifies the organizational hierarchy. Used individually, it provides operational unit ownership.

Examples: E100000 (Academic Personnel) and E200000 (School of Engineering)
The **Account** segment categorizes the transaction as a specific type of revenue, expense, asset, liability or fund balance.

Examples: 501000 (S&W Non-Academic Staff), 522407 (Lab & Shop Instrument and Supply)
The **Function** segment designates the purpose of the transaction as it applies to internal and external reporting requirements.

Examples: 40 (Instruction), 44 (Research)

Function 80 is to be used only for non-reportable financial transactions.
The **Program** segment associates transactions with a formalized set of ongoing system-wide or cross-campus/location activities and “campus specific” activities.

Examples: 101 (Natural Reserve System), B80 (International Affairs)
The **Project** segment tracks financial activity for a body of work that has a start and end date that spans fiscal years. Projects are smart-coded.

**PPM Projects**: leverage subledger functionality; tracking; invoicing; reporting; start and end dates; award/contract association

**GL Projects**: leverage tracking

**Default Project**: “0000000000”

Examples: GFT00000000 (Gift), PRJ00000001 (Games)
The **Physical Location** segment classifies transactions by location on or off university property.

Examples: 005 (Downtown Campus Center), 155 (Science and Engineering Bldg. 1)
The **Sub-Activity** segment classifies transactions by specifics of the activity if applicable.

Examples: A00007 (Marketing), A00055 (COVID), 000000 (Default Sub Activity)
Examples of Chart Strings

NOTE: In some cases, a chart string can be saved for easy re-use in other transactions.