

# ST01 Use of Budgeted Operating Funds for Student Financial Aid

Effective 24 Apr 2000

Last Revised

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## Who Should Read This Policy

Unit Administrators and personnel responsible for managing and spending budgeted operating funds.

## Background & Purpose

In the past, financial aid expenses were strictly disallowed from budgeted operating funds, including the general fund. This changed in 2000, when OUS notified member universities of a fundamental change in policy regarding financial aid.

## Policy

Departments may charge student financial aid expense to their budgeted operating funds, including the general fund.

At the institution level, general fund cannot be charged financial aid expense in excess of the General Fund ratio of state appropriation revenue as compared to all other revenue (approximately 45%).

While this is now an allowable expense, departments are reminded that the primary purpose of these funds is to support their operations.

## Authority

Business Affairs Accounts Receivable is responsible for processing Resource Aid Requisition and has authority for administering this policy.

## References

Oregon State Board of Higher Education Internal Management Directives, Section 3 – Student Affairs (March 1999), E. Financial Aid to Students, 3.010 Encouragement of Financial Assistance.

FASOM, 02:10, 02:13. (Note: It was requested that the Controllers update this section of FASOM to conform with this policy and current practice.)

## Related Procedures

Requests for awards from budgeted operating funds should be made in the same manner as institutional aid requests from grant or scholarship funds; by completing a Resource Aid Requisition and sending the form to the Business Affairs Office. See BAO Resource Aid Instructions at,

<http://ba.uoregon.edu/staff/resource-aid>

## **Q&A**

**Will awarding financial aid to students from budgeted operating funds effect any existing Financial Aid award package they may already have in place?**

It may. Questions should be directed to the Financial Aid Office.

**What account code do I use?**

We suggest you use account code 51101 for undergraduates, and 52102 for graduate awards.

## **Contact**

Accounts Receivable Section/Business Affairs Office (6-1085).

## **Definitions**

### **Budgeted Operating Funds**

Funds used to account for unrestricted resources that are available for current operations. Revenue sources include state appropriations (general funds), student instruction fees, sales and service income of educational departments, certain investment income, indirect cost reimbursements and unrestricted gifts.