



Budgeting Non-Recurring Cash

Scope

- Business Practice Statement
- Reason for Business Practice
- Procedure to Address
- Definitions

Scope

All Indiana University units anticipating non-recurring (sometimes referred to as “one time”) funding.

Business Practice Statement

Non-recurring will be reflected in the operating budget during budget construction.

Reason for Business Practice

To establish a uniform budgeting process for budgeting non-recurring funding. Previously these activities have not been reflected in the base budget, resulting in understatement of expenditures in the current budget. Under this practice, there will be enhanced transparency and these activities will be budgeted and identifiable.

Procedure to Address

Non-Recurring Expenditure

Any amount may be budgeted for non-recurring. However, Bloomington, IUPUI, and University Administration accounts are required to budget amounts greater than or equal to \$1M, and regional campus accounts are required to budget amounts greater than or equal to \$500k. The amounts will be budgeted as a negative amount with object **7971** Anticipated Use of Cash, and the expense will be budgeted in the appropriate expenditure object code. For the general fund this will represent a Use of Reserves and for non-general funds the use of cash.

Definition

Non-Recurring

The expectation is for the funding/expenditures to be one-time and therefore not expected to re-occur. Prior to All Funds Budgeting, this type of activity has primarily resided within the designated fund group.

Note: The campus will be required to provide a detail of the funding and anticipated expenditures.