

ASI Account Mapping to State

IRA Expense Account (Do not use after 06/30/2023)	CSUF Account & Description (Use after 06/30/2023)	Notes
8047 Hospitality - Student Awards	660090 (Expenses-Other)	<i>D11*: Items of tangible personal property given in recognition of service or achievements directly benefiting the University.</i> Ex. Students are required to present and graded and are given awards; submit D11 form
8047 Hospitality - Food and Beverage (Excluding Alcohol)	660822 (Business-Related Food)	<i>D11*: Food and Beverage at Events Attended By Official University Guests.</i> Ex. Students have events where they are presenting or having a session with a top leader of the event and bring food (students are considered university guests when using IRA funds)
8047 Hospitality - Promotional Materials	660837 (Promotional Items)	<i>D11*: Gifts</i> Items of nominal value and bear the University logo or other University symbol distributed to promote the name or image of the University, provide information, or enhance University productivity. Ex. T-shirts, name badges for students
8050 Supplies	660825 (General Supplies)	
8051 Printing	660002 (Printing)	Ex. Daily Titan to print the magazine.
8051 Advertising	660826 (Advertising)	For the cost of any kind of advertising, including routine personnel vacancy announcements; flyers/banners NOT allowed.
8053 Professional Services	660003 (General Services)	
8069 Student Wages	601303 (Student Assistant)	
8071 Transport/Mileage/Toll/Parking 8076 Lodging/Meals 8077 Travel	606001 (Travel-In State)	Department can submit Budget Transfer Request to move budget from 606001 (Travel-In State) to 606002 (Travel-Out of State) or 606802 (Travel-International).
8072 Rentals for Special Events	660829 (Facility Rental)	
8074 Contract Services	660003 (General Services)	
8079 Dues & Subscriptions	660802 (Electronic Database Subscripti)	Electronic database subscriptions (College/University access). Ex. Subscribe to program for classes (only for one FY, no multi-year)
8082 Staff Development	660848 (Registration Fee)	
8084 Insurance	660808 (Special Event Insurance Costs)	Premiums paid to external insurers relating to any special coverages. Ex. Insurance to rent equipment for TV/Film program; insurance for facility or cover insurance for actors
8084 Insurance	660016 (CSURMA Property Liab Ins Prem)	Used for property insurance premiums paid to external insurers relating to any special coverages.
8098 Royalties	660090 (Expenses-Other)	
8152 Postage/Shipping	660001 (Postage and Freight)	
8256 Software Subscription	616803 (I/T Software Annual Maint/Supp)	
8551 Speakers	660832 (Honorariums)	New as of 07/01/2023.

*Hospitality (D11) Documentation and Approval Form.

D11 Form: <https://financialservices.fullerton.edu/cp/documents/forms/Directive11.pdf>