

FISCAL YEAR END 2023 Fact Sheet

Alumni Foundation Flow Through Funds

Department Use: For use by departments in the timely processing of transactions. Situations may occur that require processing outside of the dates listed below. Please consult your division's Chief Business Officer or the Controller's office at jodi.morgan@und.edu for additional guidance.

Purchases using a fund number beginning with 26, must have an associated UND Foundation fund number. If the transaction lacks the appropriate UND Foundation fund number, central finance will choose an alternative fund on behalf of the department.

Any activity via journal voucher, journal entry, payment via UND Marketplace (Jaggaer), or travel and expense report after July 7 will not be reimbursed by the UND Alumni Foundation until FY24. Purchases made using a UND P-card from June 21 - June 30 will not be uploaded to the general ledger until July 7 (see JP Morgan Purchasing card fact sheet). Therefore, these expenses will not be reimbursed by the UND Alumni Foundation until FY24.

June 30 Deposits must be received by the UND AA&F (Gorecki Alumni Center), 3501 University Ave, by 1:00 pm on Friday, June 30, 2023.

July 7 Transactions received by the UND Alumni Foundation after July 7 will be processed and charged to FY24

**Note: A transaction must be fully approved (including central finance approval) by July 7 to be reimbursed by the Alumni Foundation in FY23.*