

UNIVERSITY OF GEORGIA
Allowable and Unallowable Expenditures by Fund Source

In general, purchases made by any fund should benefit the University's mission and support of University programs. Purchases should not be made for an individual's personal gain.

This list is not intended to be all inclusive, but represents some common expenditures and restrictions. Matrix should be used to identify what funds are allowed to purchase items, but it does not speak to purchasing policies, such as the Pcard policy, which may prohibit

certain types of purchases on a P-card even if the fund source is marked with a Yes below. Account codes are provided as guidance for each type of expense when possible, but other accounts may also be considered as appropriate. This matrix applies only to purchases made directly by UGA (no foundations).

TYPE OF EXPENSE	STATE APPROP FUNDS (Lapse) 10000 10600 10800 113xx	TUITION FUND (Lapse) 10500	OTHER GENERAL FUNDS (Lapse) 106xx 116xx	FEDERAL APPROP FUNDS (Lapse) 11500 11510	AUXILIARY SERVICES FUNDS (Carry Forward) 12xxx	STUDENT ACTIVITY FUND (Carry Forward) 13000	CONTINUING EDUCATION FUND (Carry Forward) 14000	DEPARTMENTAL SALES & SERVICE FUNDS (Carry Forward) 14100 143xx	INDIRECT COST RECOVERY FUNDS (Carry Forward) 15000 153xx	TECH FEE FUND (Carry Forward) 16000	SPONSORED RESTRICTED FUNDS (Carry Forward) 20000 213xx	UGAF FUND (Carry Forward) 20200	UGARF FUND (Carry Forward) 20300	RESTRICTED-NON-SPONSORED FUND (Carry Forward) 20400	UGA ENDOWMENT FUND (Carry Forward) 20500	PLANT FUNDS 50000 (Lapse) 50100-50300 (Carry Forward)	CUSTODIAL (AGENCY) FUNDS (Carry Forward) 6xxxx	
Advertising - 7272xx (Media/Classified/Promotional)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Alcoholic Beverages 4.4 Food and Business Related Entertainment See Food Policy for any exceptions	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Alcoholic Beverages - 703100 or 714100 Purchased by Auxiliary units for resale or food preparation	NO	NO	NO	NO	YES	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Appliances for Employee/Visitor Use - 743xxx or 843xxx (i.e. Stove, Oven, Microwave, Refrigerator, Coffee Maker, Toaster, Keurig, etc) Must be for common use space, such as break room or cafeteria.	NO	NO	YES	NO	YES	YES	YES	YES	YES	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	NO	
Appliances for Laboratory or Research Use - 743xxx or 8431xx	YES	YES	YES	YES	YES	NO	NO	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	NO	
Application Fees - College (employee applying to a college)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Cable TV - 771700 (business related purpose)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Campus Service Centers (i.e. Parking, Cleanroom, Printing & Copying, Telecomm, etc.)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Cards, Videos, Decorations and Flowers - 714100 (related to official speakers and events and not entertainment)	YES Only for official University business	YES Only for official University business	YES Only for official University business	NO	YES Only for official University business	YES Only for official University business	YES Only for official University business	YES Only for official University business	YES Only for official University business	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES Only for official University business	Only if allowed by UGA Endowment Fund	NO	YES	
Citations, Fines & Penalties (Employee, Visitors, Students, Etc)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Clothing for employees - 7142xx With UGA Logo used in Official University capacity (Collared, Button Down or Golf Shirt, Sweater, Vest, Outerwear, etc)	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy	Only if allowed by UGA Endowment Fund	NO	YES Only if employee required by mgmt to wear clothing \$75 limit Must follow BPM 5.3.17.1.1 Clothing/Uniforms policy
College Work Study - 723100	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	NO	NO	YES	NO	NO	NO	
Commencement Regalia	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	NO	Only if allowed by UGA Endowment Fund	NO	NO	
UGA Policy 3.2.11 Unauthorized Purchases Commencement Stoles for Students	NO	NO	NO	NO	YES	YES	YES	YES	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Computer Charges - 771800 (Internal, Maintenance, Internet)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO	
Computers - 744xxx or 8433xx	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Conference Registrations - 727110	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Credit Card Fees - 727140	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	

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Donations to Charitable Organizations	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by Foundation Policy	NO	NO	NO	NO	NO
Employee Relocation Payroll - 565100 Direct Billed - 727112	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Employee Tuition Reimbursement - 557100 Payroll	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Entertainment related to academic program - 714116 (DJ, Band, Group, Speaker)	NO	NO	NO	NO	NO	YES	YES	YES	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	NO	Only if allowed by UGA Endowment Fund	NO	YES
Equipment > \$4,999 - 843xxx	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgm	Only if allowed by UGAF Fund via G&C	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES
Equipment btw \$3,000 - \$4,999 - 743200, 743500, or 744200	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgm	Only if allowed by UGAF Fund via G&C	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES
Fellowships - 782100	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by Grant/Prgm Use	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Food/Beverage: Off the Shelf - 714100	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	NO	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	NO	Only if allowed by Grant/Prgm and USG BPM section 19.7 and 19.8	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed by UGA Endowment Fund	NO	Only if allowed per USG BPM section 19.7 and 19.8
Food/Meals: Classroom & Academic Programs for Students - 714100 (includes students, employees whose participation is required)	Only for credit courses & Institute research activities	Only for credit courses & Institute research activities	Only for credit courses & Institute research activities	NO	NO	YES	Only for credit courses & Institute research activities	Only for credit courses & Institute research activities	YES	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Food/Meals: Conferences & Workshops - 727111 (includes conference & workshop participants - predominantly non-USG)	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	NO	Only if allowed by Grant/Prgm and USG BPM section 19.7 and 19.8	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	Only if allowed per USG BPM section 19.7 and 19.8
Food/Meals: Contract/Performer Hospitality - 727720 (contracted performer or group, Ferst Center, Student Event)	NO	NO	NO	NO	NO	YES contract must specify food/catering requirement	YES contract must specify food/catering requirement	YES contract must specify food/catering requirement	NO	NO	Only if allowed by Grant/Prgm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Food/Meals: Educational or Business Meetings, Primarily Non-UGA Empl - 727720 (includes students, volunteers, and employees whose participation is required)	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	NO	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed per USG BPM section 19.7 and 19.8	NO	Only if allowed by Grant/Prgm and USG BPM section 19.7 and 19.8	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	Only if allowed per USG BPM section 19.7 and 19.8	Only if allowed by UGA Endowment Fund	NO	Only if allowed per USG BPM section 19.7 and 19.8
Food/Meals: Employee Group Meetings - 727710 (training workshops, staff/faculty meetings, includes employees and non- employees whose participation is required)	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	NO	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply	Only if allowed by UGA Endowment Fund	NO	Only if Mtg is 4+ hrs and Meal is not beg or end of mtg. State per diem limits apply
Food/Meals: Employee Meals while on Official Travel Status - 641130 or 641230	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	YES Must comply with trvl regs and meal per diem limits	NO	Only if allowed by Grant/Prgm Must comply with trvl regs and meal per diem limits	Only if allowed by UGAF Fund Must comply with trvl regs and UGAF Policy	Only if allowed by UGARF Fund Must comply with trvl regs and meal per diem limits	YES	Only if allowed by UGA Endowment Fund Must comply with trvl regs and meal per diem limits	NO	NO
Food/Meals: Entertainment/Extraordinary Development - 714116 (retreats, stewardship, donor cultivation, receptions for professional milestone/achievement, faculty recruitment)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by Grant/Prgm	Only if allowed by UGAF Fund and UGAF Policy	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES State per diem limits apply

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Food/Meals: Official Student Events - 727730 (includes potential students, guardians, volunteers, employees whose participation is required)	NO	NO	NO	NO	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	NO	NO	Only if allowed by Grant/Prgrm State per diem limits apply	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES State per diem limits apply
Food/Meals: Student Recruiting Events - 727720 (includes students, potential students, parents, guardians, volunteers, employees whose participation is required)	YES State per diem limits apply	YES State per diem limits apply	NO	NO	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	NO	YES State per diem limits apply	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES State per diem limits apply	Only if allowed by UGA Endowment Fund	NO	YES State per diem limits apply
Food/Meals: Volunteer Events - 727720 (includes advisory board, mentor programs, students, volunteers, employees whose participation is required)	NO	Only for Executive Program use State per diem limits apply	NO	NO	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	NO	NO	Only if allowed by Grant/Prgrm State per diem limits apply	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES State per diem limits apply	Only if allowed by UGA Endowment Fund	NO	YES State per diem limits apply
Freight - 714111	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES
Fringe Benefits - 55xxxx Payroll	YES	YES	YES	YES, Employer Retirement contribution limited to 5%	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Gasoline (University or Rental Vehicle Only) - 712110	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	NO	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Gasoline (Personal Vehicle) See Travel Policy	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Gifts: In general, gifts to employees or students should not be purchased to avoid violations of the state ethics policy. Exceptions are below. Gift Cards: Employees (Full Time, Part Time, Students, Temps, Regular, etc.)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Gift Cards: Research or Survey Participants - 727105 (employee, non-employee, or student)	YES	YES, only if no other fund available. Generally, tuition funds should not be used to purchase gift cards	YES	NO	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Reimbursable Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Gift Cards: Students - 727100 (Must be de minimis valued items)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	NO	Only if allowed by UGA Endowment Fund	NO	NO
Gifts or awards to Faculty, Staff and Students for Employee Recognition of merit or length of service. Must be based on a recognition plan. - 727100 (Must be de minimis valued items)	NO	NO	YES	NO	YES	YES	YES	YES	YES	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Gifts to Faculty, Staff and Students for Employee Retirement or Separation	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	NO	Only if allowed by UGA Endowment Fund	NO	YES
Gifts or awards for Student academic achievement - 727100 (Must be de minimis valued items)	NO	YES	NO	NO	YES	YES	NO	NO	NO	NO	Only if allowed by Grant/Prgrm	NO	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Gifts to Faculty, Staff and Students: Sympathy - 727100 (Serious illness or death of an employee/student or immediate family member)	NO	NO	NO	NO	NO	YES	NO	NO	NO	NO	Only if allowed by Grant/Prgrm	NO	Only if allowed by UGARF Fund	NO	Only if allowed by UGA Endowment Fund	NO	YES
Groups	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Headphones/ Earphones-unless for business purpose (Including AirPods, Bose, Beats, Noise Canceling, etc.)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Honorariums - 751xxx	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Legal Settlements - 721100	Only if approved by legal affairs	Only if approved by legal affairs	Only if approved by legal affairs	NO	Only if approved by legal affairs	Only if approved by legal affairs	Only if approved by legal affairs	Only if approved by legal affairs	Only if approved by legal affairs	NO	NO	Only if allowed by UGAF Fund & appr by legal Staff	Only if allowed by UGARF Fund & appr by legal aff	Only if approved by legal affairs	Only if allowed by UGA Endowment Fund & appr by legal aff	NO	NO
Maintenance of Equipment - 7151xx	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Maintenance of Software - 733150	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO

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Marketing - 727200	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	NO	Only if allowed by UGAF Fund and UGAF Policy	NO	YES	NO	NO	NO
Mileage Reimbursement for "On Campus" Use of Personal Vehicle	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Miscellaneous Other Operating Expenses - 727100	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES
New Employee Orientation - 727100	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	NO	YES State per diem limits apply	YES State per diem limits apply	YES State per diem limits apply	NO	NO	Only if allowed by UGAF Fund	NO	YES State per diem limits apply	NO	NO	NO
Parking - Employee (Regular or Temporary) <i>(including personal parking fees/weekly parking)</i>	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Parking: Guest Vouchers for Visitor Parking Lots or UGA Hotel Lot - 651170	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Parking: Official Business Permits - 651170, 651270, 641170, or 641270	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Parking: Reimbursement Official Business (i.e. local meeting) - 641170, 641270, 651170, or 651270	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Parking: Reserved Space for Employee	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Parking: Reserved Space for Visitors - 651170	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Parties (Office) - Holiday, Year End, Personal Events (including flowers, set up or any other expenses related to	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Plants, Shrubbery or Greenery for Lobby, Atrium or Office - 714100	NO	NO	NO	NO	YES	YES	YES	YES	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	NO	NO	YES
Postage/Mailing Services - 714110	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Printing & Copying Services - 742100	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Prizes, Awards, Recognition: Employees - 714100 Not for merit or length of service recognition (including certificates & plaques)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Prizes, Awards, Recognition: Students - 714100 Not for academic achievement (including certificates & plaques)	NO	NO	NO	NO	YES	YES	NO	NO	NO	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Professional Certification or Education Training Courses or Course Materials - 727110 (includes classroom courses, online courses, preparation workbooks, GMAT prep, GRE prep, etc.)	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO	NO Outside scope of ordinary training & employee is primary beneficiary	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	NO Outside scope of ordinary training & employee is primary beneficiary	Only if allowed by UGA Endowment Fund	NO	YES
Professional License or License Renewal Considered personal since employee is primary beneficiary	NO Unless required by job and benefits UGA	NO Unless required by job and benefits UGA	NO Unless required by job and benefits UGA	NO	NO Unless required by job and benefits UGA	NO Unless required by job and benefits UGA	NO Unless required by job and benefits UGA	NO Unless required by job and benefits UGA	NO Unless required by job and benefits UGA	NO	NO Unless required by job and benefits UGA	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	NO Unless required by job and benefits UGA	Only if allowed by UGA Endowment Fund	NO	YES
Professional Memberships/Dues: Individual - 727130	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if required by job, related to job function and membership provides info & services useful to UGA	NO	NO	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	Only if required by job, related to job function and membership provides info & services useful to UGA	Only if allowed by UGA Endowment Fund	NO	YES
Professional Memberships/Dues: Institutional - 727130	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	Only if related to job function and membership provides info & services useful to UGA	NO	Only if related to job function, membership provides info & services useful to UGA and allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	Only if related to job function, membership provides info & services useful to UGA and allowed by Grant/Prgrm	Only if allowed by UGA Endowment Fund	NO	YES

TYPE OF EXPENSE	STATE APPROP FUND (Lapse) 10000 10800 113xx	TUITION FUND (Lapse) 10500	OTHER GENERAL FUNDS (Lapse) 10600 116xx	FEDERAL APPROP FUND (Lapse) 11500 11510	AUXILIARY SERVICES FUNDS (Carry Forward) 12xxx	STUDENT ACTIVITY FUND (Carry Forward) 13000	CONTINUING EDUCATION FUND (Carry Forward) 14000	DEPARTMENTAL SALES & SERVICE FUNDS (Carry Forward) 14100 143xx	INDIRECT COST RECOVERY FUNDS (Carry Forward) 15000 153xx	TECH FEE FUND (Carry Forward) 16000	SPONSORED RESTRICTED FUNDS (Carry Forward) 20000 213xx	UGAF FUND (Carry Forward) 20200	UGARF FUND (Carry Forward) 20300	RESTRICTED- NON-SPONSORED FUND (Carry Forward) 20400	UGA ENDOWMENT FUND (Carry Forward) 20500	PLANT FUNDS 50000 (Lapse) 50100-50300 (Carry Forward)	CUSTODIAL (AGENCY) FUNDS (Carry Forward) 6xxxx	
Promotional Items for UGA programs to recruit students, program participants, or visitors. (ex. pens, notepads, umbrellas, etc. with UGA Logo) - 727725 No items can be purchased for employees. (Must be de minimis valued items)	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Public, Private Venture (PPV) Lease Payments - 748100	YES	Only for Academic Buildings	NO	NO	Only for Auxiliary Buildings	Only for Student Buildings	NO	NO	Only for Research Buildings	NO	NO	NO	NO	YES	NO	NO	NO	
Recruiting Costs: Faculty -727225 or 65xxxx	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO	
Recruiting Costs: Staff - 727225 or 65xxxx	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO	
Registrations Paid to Vendor - 727110	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Reimbursable Expenses - 752100 or 752200 (Consultant or Non Employee)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Rental Expenses - 748102 (Hotel/Meeting Rooms)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Rentals - 719100 (Office Equipment, Copiers, Computer Equipment, Supplies)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Repairs and Maintenance - 7151xx	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	NO	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Safety Products - Water, Other Hydration Products or Products required by the Occupational Safety and Health Administration (OSHA) - 714100 (includes students, volunteers and employees at risk due to environmental workplace conditions such as Facilities Staff and Police Officers)	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	YES should be paid from dept budget of assigned employee	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Salaries/Employee Compensation - 5xxxx Payroll	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO	
Scholarships - 781100	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by Grant/Prgrm,	UGA Foundation Scholarship Process	NO	YES	Only if allowed by UGA Endowment Fund	NO	Only for schi projects used by Off Schi & Fin Aid (Hope, Zell Miller, etc)	
Services - 751xxx or 727118 (Architect, Consultant, Attorney, Physician, Term Svcs, etc.)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES	
Software - 733xxx	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Sponsorships for events (Can not be for political events or political support) and not advertising - 727100	Only for UGA sanctioned events	Only for UGA sanctioned events	Only for UGA sanctioned events	Only if allowed by Program	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Stipends: Honorarium (not student aid) - 751xxx	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Stipends: Incentive Payments for Research Participant - 727105	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Reimbursable Only if allowed by UGAF	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO	
Stipends: Summer Program (not student aid) - 751xxx for non-employees and 5xxxx for employees	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO	
Subscriptions - 727120	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Supplies and Materials - 7141xx	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES	
Taxes - Sales Tax - same account as item purchased	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	YES Only if tax not exempted	NO	Only if allowed by UGAF Fund and includes sales tax	Only if allowed by UGARF Fund and only if tax not exempted	YES Only if tax not exempted	Only if allowed by UGA Endowment Fund and only if tax not exempted	NO	YES	
Taxes - VAT, Excise, International - same account as item purchased	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES	
Technology Purchases < \$3,000 - 744100 for IT equipment or 714114 for IT items	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund via G&C Project	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	YES	

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Telecommunications - 771xxx (Basic Monthly, Cellular, Internet, Data, Long Distance, Network Surcharge, New Installations, Other)	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund and UGAF Policy	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Training: Job Related - 727110 or 727100	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	Only if related to job function, Institute is primary beneficiary & trng is part of job duties	NO	Only if related to job function, Institute is primary beneficiary, trng is part of job duties and allowed by Grant/Prgrm	Only if related to job function, Institute is primary beneficiary, trng is part of job duties and allowed by UGAF Fund	Only if related to job function, Institute is primary beneficiary, trng is part of job duties and allowed by UGARF Fund	YES	Only if related to job function, Institute is primary beneficiary, trng is part of job duties and allowed by UGA Endowment Fund	NO	YES
Training Courses or Course Materials for Professional Certifications or Education (includes classroom courses, online courses, preparation workbooks, GMAT prep, GRE prep, etc.) - 727110	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO Outside scope of ordinary training & employee is primary beneficiary	NO	NO Outside scope of ordinary training & employee is primary beneficiary	NO	Only if allowed by UGARF Fund	NO Outside scope of ordinary training & employee is primary beneficiary	Only if allowed by UGA Endowment Fund	NO	YES
Travel: Airline Memberships (See Travel Policy)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Travel: Business Class Airfare - 641120, 641220, 651120, or 651220 (See Travel USG BPM section 4.6)	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	NO	Only if allowed by Grant/Prgrm and with exception per USG BPM section 4.6	Only if allowed by UGAF Fund and with exception per USG BPM section 4.6	Only if allowed by UGARF Fund and with exception per USG BPM section 4.6	Only with exception per USG BPM section 4.6	NO	NO	NO
Travel: Domestic - 6411xx or 6511xx (See Travel Policy)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Travel: First Class Airfare - 641120, 641220, 651120, or 651220 (See Travel USG BPM section 4.6)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by grant or prog and with exceptn per USG BPM section 4.6	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	Only with exception per USG BPM section 4.6	Only if allowed by UGA Endowment Fund	NO	NO
Travel: Foreign - 6412xx or 6512xx (See Travel Policy)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF Fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Travel: Local Hotel/Motel Excise Tax - 641140, 641240, 651140, or 651240 (For State of GA Gov't Employee, should avoid paying this tax, but these funds can pay for it if...)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Travel: Passports or Visas - 641250 or 651250 Required by UGA for Official Business Only (See Travel Policy)	YES	YES	YES	NO	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Travel: Personal Vehicle Maintenance or Repair (See Travel Policy)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Travel: Tips for Housekeepers, Baggage Handler, etc. - 641150, 641250, 651150, or 651250 (See Travel Policy)	YES	YES	YES	YES	YES	YES	YES	YES	YES	NO	Only if allowed by Grant/Prgrm	YES	YES	YES	YES	NO	YES
Travel: TSA Pre-Check Membership (See Travel Policy)	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO
Tuition and Fee Payment for Students (UGA Students or Non-UGA Students) - 784100	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	YES
Tuition Remission - 557200	NO	NO	NO	NO	NO	NO	NO	NO	NO	NO	Only if allowed by Grant/Prgrm	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Utilities: Natural Gas - 717400	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	NO	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	NO
Utilities: Sewage - 717500	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	NO	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	NO
Utilities: Water - 717500	YES	YES	YES	YES	YES	NO	YES	YES	YES	NO	NO	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	NO
Vehicles - 841100 (see policy)	YES	YES	YES	NO	YES	NO	YES	YES	YES	NO	NO	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	YES	NO

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Weapons - 743200 (Only Police Department or for protection from wildlife)	YES	NO	YES	NO	NO	NO	NO	YES	YES	NO	NO	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO
Wireless Communication Devices - 744xxx	YES	YES	YES	NO	YES	NO	YES	YES	YES	NO	Only if allowed by Grant/Prgm	Only if allowed by UGAF fund	Only if allowed by UGARF Fund	YES	Only if allowed by UGA Endowment Fund	NO	NO