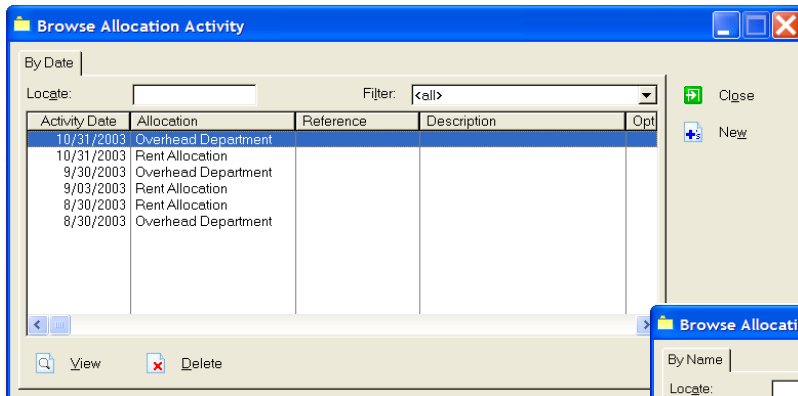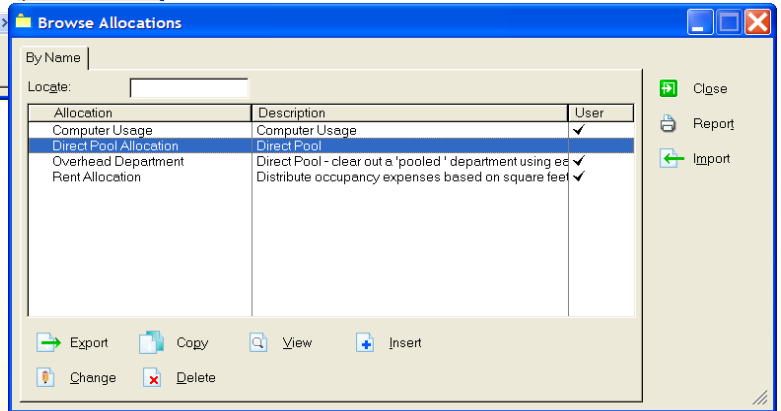# Allocations Module

WHAT IT DOES FOR YOU

The **Allocations** component of the *AccuFund Accounting Suite* distributes expenses or revenues to a specified set of accounts in the **General Ledger**. Two types of allocations are supported including "amount based" and "rate based" allocations. This component provides great flexibility allowing the "source" amounts to be distributed based on account masks or "demographic" fields stored with accounts.

Easily see a history of when each allocation was run . By clicking on the View button see all journal entries created by an allocation.

The "basis" can be amounts, units or demographic fields for the end-of-period or average daily balance for any date range. This flexibility allows the **Allocations** component to support endowment income allocations, actual cost allocations and rate based allocations such as those resulting from approved indirect and fringe benefit rates. For income allocations the system supports calculation of unit-based distributions.

HOW IT WORKS

Allocations utilizes user defined variables, account masks, demographics and functions. **Variables** hold information within the calculation and are used to prompt the user at run time for information such as the beginning and ending dates of the period for average daily balance. **Demographics** hold static amounts such as an indirect or fringe rate or a unit value such as the square feet in a department for an occupancy allocation. The demographic may be manually updated or as a result of an import process. **Functions** are commands within the **Allocations** component that either gather data from the General Ledger, do a calculation or create posting entries back to the **General Ledger**.

The AccuFund Allocations module supports many types of expense and revenue allocation requirements for organizations.

Once an allocation is defined and any necessary demographics set up, it may be run one or more times each period, depending on the purpose of the allocation.

Allocations are run from the Allocation Activity screen. From here users may review prior allocation runs and select which allocations need to be run. Allocations may be reviewed and deleted if changes need to be made.

OTHER FEATURES

Many other features are available in the **Allocations** component.

✓ For rate-based allocations, two additional features are available. The rate may be updated each funding year and the allocation will automatically select the correct rate based on the activity date to be used for posting purposes.

✓ In the case of a grant with a limit on the allowable indirect, a maximum may be set and the allocation will automatically stop at the limit.

✓ The **Allocations** component maintains a history of previous allocation runs allowing you to check previous results.

✓ Units may be entered and stored in the **General Ledger**, and may be used as the basis for allocations, such as labor hours in a department.

✓ The module may be utilized for budget allocations as well as actual allocations.

COMPONENT INTEGRATION

The Allocations component integrates with the following AccuFund components:

• **General Ledger—** all transactions are automatically posted to the General Ledger by the **Allocations** component.

COMPONENT AVAILABILITY

The **Allocations** component is only available in the *AccuFund Accounting Suite*.

STANDARD TEMPLATES PROVIDED

The Allocations Report is available to print out the detail of allocations. The result of allocations is available through the General Ledger reporting system.

The Allocations list report has color coded sections to show each part of a defined allocation.