

## Academic Affairs CERF Program Allocation Process

### Definition

- CERF Program Allocation – Academic programs at CI share in Extended University revenue posted to Continuing Education Revolving Funds (or CERF). This revenue is from degree programs and summer session courses offered through Extended University. It also includes revenue associated with Open University, degree credit courses, non-credit courses, and custom programs for Extended University students. Currently, 15% of the income is given to the academic programs associated with the programs or courses noted above.
- GD935 – When RMP (the CSU's resource management program) was initiated in 2007, CERF program allocation was defined as reimbursement to the general fund. The GD935 fund group was created so that a program's CERF allocation could be handled separately and apart from its regular general fund account. All expenditures must comply with University accounting policies and procedures for general fund.

### Process of Posting Income to Academic Programs

- CERF income is deferred from the prior semester for use in the next semester. Deferring this income has the benefit of allowing program chairs to know exactly what they have to spend at the beginning of each semester so they can be both judicious and deliberate in making the best use of these funds.
- Schedule:
  - Spring is deferred to Fall and all income will post in August.
    - Degree program income posts directly to the academic program associated with the degree.
    - Summer session income posts to one dept code (799) and is re-distributed to academic programs the following month (~September).
    - Income from Open University, non-credit, and custom programs posts to one dept code (820) and is distributed to academic programs the following month (~September).
  - Fall income will post July through December.
    - Degree program income posts directly to the academic program associated with the degree.
    - Income from Open University, non-credit, and custom programs posts to one dept code (820) and is re-distributed to academic programs at the end of the Fall (November/December).
  - The postings during 2010-11 were delayed due to transition and the implementation of CFS.