

## CHAPTER 2

ACCOUNTING FOR CASH AND FUND BALANCES WITH TREASURY0201 GENERAL

020101. Purpose. This chapter prescribes the accounting policy and related management requirements necessary to establish financial control over fund balances with the U.S. Treasury and cash resources not part of the fund balance with the U.S. Treasury. The applicable general ledger accounts are included in the DoD Uniform Chart of Accounts in [Chapter 7, Volume 1](#) of this Regulation and their use is illustrated in this chapter.

020102. Overview

A. Sections 0204 through 0206 below, prescribe procedures for DoD Components to follow to ensure proper accounting for cash.

B. The following definitions apply to fund balances with Treasury and cash:

1. Entity Cash. Entity cash is the amount of cash that the reporting entity holds and is authorized by law to spend.

2. Non-entity Cash. Non-entity cash is cash that a federal entity collects and holds on behalf of the U.S. Government or other entities. In some circumstances, the entity deposits cash in its accounts in a fiduciary capacity for the U.S. Treasury or other entities. Non-entity cash should be reported separately from entity cash.

3. Restricted Cash. Cash may be restricted. Restrictions are usually imposed on cash deposits by law, regulation, or agreement. Non-entity cash is always restricted cash. Entity cash may be restricted for specific purposes. Such cash may be in escrow or other special accounts. Financial reports should disclose the reasons and nature of restrictions.

C. Fund Balance with Treasury

1. A federal entity's fund balance with the Treasury is the aggregate amount of funds in the entity's accounts with Treasury for which the entity is authorized to make expenditures and pay liabilities. Fund balance with Treasury is an intra-governmental item. From the reporting entity's perspective, a fund balance with Treasury is an asset because it represents the entity's claim to the U.S. Government's resources. However, from the perspective of the federal government as a whole, it is not an asset; and while it represents a commitment to make resources available to federal departments, agencies, programs and other entities, it is not a liability.

2. A federal entity's fund balance with Treasury includes clearing account balances and the dollar equivalent of foreign currency account balances. Foreign

currency account balances should be translated into U.S. dollars at exchange rates determined by the Treasury and effective at the financial reporting date. A federal entity's fund balance with Treasury also includes balances for direct loan and loan guarantee activities held in the credit reform program, financing, and liquidating accounts.

3. Depending upon the level of the entity within the organization, a fund balance with Treasury may be increased by (a) receiving appropriations, reappropriations, continuing resolutions, appropriation restorations, allocations, and allotments, and (b) receiving transfers and collections of reimbursements from other entities. An entity's fund balance with Treasury also may be increased by amounts borrowed from Treasury, Federal Financing Bank, or other entities, and amounts collected and credited to appropriation or fund accounts that the entity is authorized to spend or used to offset its expenditures.

4. An entity's fund balance with Treasury does not include contract authority or unused authority to borrow. Contract authority is a statutory authority under which contracts or obligations may be entered into prior to receiving an appropriation for the payment of obligations. The later enacted appropriation provides cash to liquidate obligations. Thus, contract authority merely permits a federal entity to incur certain obligations but does not, in itself, add funds to the agency's account with Treasury.

5. Authority to borrow is a statutory authority that permits a federal agency to incur obligations and make payments for specific purposes out of borrowed funds. Authority to borrow adds funds to an agency's accounts with Treasury only after the agency actually uses the authority to borrow a specific amount of funds. Thus, authority to borrow is included in an entity's fund balance with Treasury only to the extent that funds are actually borrowed under the authority.

6. An entity's fund balance with Treasury is reduced by (a) disbursements made to pay liabilities or to purchase assets, goods, and services, (b) investments in U.S. securities (securities issued by Treasury or other U.S. Government agencies), (c) cancellation of expired appropriations; (d) transfers and payments for reimbursements to other entities or to the Treasury, and (e) sequestration or rescission of appropriations, as applicable.

7. Disclosure should be made to distinguish two categories of funds within the entity's fund balance with Treasury: the obligated balance not yet disbursed and the unobligated balance. The obligated balance not yet disbursed is the amount of funds against which budgetary obligations have been incurred, but disbursements have not been made.

8. The unobligated balance is the amount of funds available to an entity against which no claims have been recorded. Unobligated balances are generally available to a federal entity for specific purposes stipulated by law. Unobligated balances may also include balances in expired accounts that are available only for approved adjustments to prior obligations. Certain unobligated balances may be restricted to future use and are not apportioned for current use. Disclosure should be provided on such restrictions.

9. Federal entities should explain any discrepancies between fund balance with Treasury in their general ledger accounts and the balance in the Treasury's accounts and explain the causes. (Discrepancies due to time lag should be reconciled and discrepancies due to error should be corrected.) Agencies also should provide information on unexpended balances in canceled appropriations that are returned to Treasury at the end of a fiscal year.

## 0202 POLICY

The policy in Sections 0203. through 0206, below, of this chapter provide the basis for DoD Components' management of, accounting for, and reporting on collections and expenditures within the Department of Defense.

## 0203 FUND BALANCE WITH TREASURY STANDARD

020301. The Fund Balance with the U.S. Treasury is the amount available to the DoD Component through appropriations, transfers, collections, and disbursements. Standards for recording collections and disbursements are contained in other sections of this chapter. The following subsections provide guidance to be followed by DoD Components for recording appropriations and transfers.

020302. Fund Balance With Treasury (Account 1010). "Fund Balance With Treasury" represents the net funds available to a DoD entity and is increased due to appropriations, reappropriations, continuing resolutions, and collections of reimbursements or advances. The account is decreased due to rescissions, and disbursements. It is a summary control account for "Funds Collected" (Account 1011); "Funds Disbursed" (Account 1012); "Funds With Treasury" (Account 1013); "Undistributed Collections (Account 1014); and "Undistributed Disbursements" (Account 1015). The "Fund Balance With Treasury" account is for financial reporting purposes. No entries are posted to this account.

### 020303. Funds With Treasury (Account 1013)

A. At the DoD Component level, "Funds With Treasury" is used to record funds made available by appropriation, reappropriation, continuing resolution, allocation, rescissions, and transfers with or without benefit to the transferring account.

B. Subsidiary accounts shall be established for each appropriation. Documentation supporting each subsidiary account shall be maintained.

C. Table 2-1 illustrates the most common entries used for this account.

D. Sources of entries to the "Funds With Treasury" account include Appropriation Warrants (TFS 6200), allocation documents, and Nonexpenditure Transfer Authorizations (SF-1151).

**ACCOUNTING ENTRIES FOR ACCOUNT 1013 -  
FUNDS WITH TREASURY**

Dr 1013 Funds With Treasury

Cr 3100 Appropriated Capital

To record the receipt of Appropriation Warrants (TFS 6200), nonexpenditure transfers (SF 1151), and other authority and fund transfers from current and prior year appropriations and funds.

Dr 3100 Appropriated Capital

Cr 1013 Funds With Treasury

To record nonexpenditure transfers and other authority and fund transfers to current and prior year appropriations and funds; and budgetary authority rescinded by legislative action.

Dr 1013 Funds With Treasury

Cr 1011 Funds Collected

To close funds collected at fiscal year end.

Dr 1012 Funds Disbursed

Cr 1013 Funds With Treasury

To close funds disbursed at fiscal year end.

TABLE 2-1

0204 BILLINGS AND COLLECTION POLICY

020401. Charges and fees computed for collection from private parties and agencies outside the Federal Government for goods or services furnished or the lease or sale of property shall be collected in advance, except as authorized by statute. When payment after performance is allowed, an accounts receivable shall be established to control collections. The following actions shall be taken to ensure proper collection:

020402. A discussion of the more significant accounting entries for fund collections is provided in paragraphs 020402.A through 020402.C, below.

A. Funds Collected (Account 1011)

1. "Funds Collected" is used to record funds received for advances from outside sources, performance of reimbursable work, collection of receivables, and sale of assets. This account is subsidiary to account 1010, "Fund Balance with Treasury." Subaccounts shall be maintained for each appropriation or fund. This account is to be used by all DoD Components

2. Table 2-2 illustrates the most common entries used for this account.

3. Sources of entries to the "Funds Collected" account include journal vouchers, cash collection vouchers, sales records, and documented gains and losses that have been reported to Treasury.

B. Undistributed Collections (Account 1014). (To be published.)

C. Undeposited Collections (Account 1110)

1. "Undeposited Collections" is used to record amounts for which a deposit confirmation has not been issued by the U.S. Treasury. Subaccounts shall be maintained for each appropriation or fund. This account is to be used by all DoD Components.

2. Table 2-3 illustrates the most common entries used for this account.

3. Sources of entries to the "Undeposited Collections" account are collection records and certificates of deposit that have been reported to Treasury.

0205 DISBURSEMENT POLICY

020501. Disbursement Accounting Entries. A discussion of the more significant accounting entries for fund disbursements is provided in paragraphs 020501.A through 020501.C, below.

A. Funds Disbursed (Account 1012)

1. "Funds Disbursed" is used to record the amount of payments made (net of refunds, erroneous payments, and return of advances) from a DoD appropriation or fund account. This account is subsidiary to account 1010, "Fund Balance with Treasury." Subaccounts shall be maintained for each appropriation or fund. This account is to be used by all DoD Components.

**ACCOUNTING ENTRIES FOR ACCOUNT 1011 -  
FUNDS COLLECTED**

Dr 1011 Funds Collected

Cr 2311 Unearned Revenue-Advances from Government Agencies and Funds

Cr 2312 Unearned Revenue-Advances from the Public

To record funds received in advance of performance.

Dr 1011 Funds Collected

Cr 5100 Revenue from Goods Sold

Cr 5200 Revenue from Services Provided

To record funds received for performance of reimbursable agreements.

Dr 1011 Funds Collected

Cr 1310 Applicable "Accounts Receivable" subsidiary accounts

To record collection of receivables.

Dr 1011 Funds Collected

Cr 7210 Losses on Disposition of Assets

Cr 1700 Applicable "Fixed Assets" account

To record sale of assets at a loss.

Dr 1011 Funds Collected

Cr 1700 Applicable "Fixed Assets" account

Cr 7110 Gains on Disposition of Assets

To record sale of assets at a gain.

Dr 1013 Funds With Treasury

Cr 1011 Funds Collected

To close Funds Collected at fiscal year end.

TABLE 2-2

**ACCOUNTING ENTRIES FOR ACCOUNT 1110 -  
UNDEPOSITED COLLECTIONS**

Dr 1110 Undeposited Collections

Cr 1300 Applicable "Receivables" account

To record amounts received that have not yet been deposited.

Dr 1011 Funds Collected

Cr 1110 Undeposited Collections

To record amounts deposited.

TABLE 2-3

2. Table 2-4 illustrates the most common entries used for this account.

3. Sources of entries to the "Funds Disbursed" account include journal vouchers and cash disbursement vouchers that have been reported to Treasury.

B. Undistributed Disbursements (Account 1015). (To be published.)

C. Foreign Currency (Account 1200)

1. "Foreign Currency" is used to record in U.S. dollar equivalents the purchase or exchange of foreign government currency and other transactions occurring through use of the foreign currency. Transactions shall be recorded at the current exchange rate specified by the U.S. Treasury. Foreign currency fluctuation gains or losses resulting from the settlement

of foreign currency receivables or payables shall be recorded when the settlement occurs. This account is to be used by all DoD Components when foreign currencies are involved.

2. Table 2-5 illustrates the most common entries used for this account.

3. Sources of entries to the "Foreign Currency" account are reimbursement and disbursement vouchers, sales records, and documented foreign exchange gains and losses that have been reported to Treasury.

**ACCOUNTING ENTRIES FOR ACCOUNT 1012 -  
FUNDS DISBURSED**

Dr 2100 Applicable "Accrued Liabilities-Other" subsidiary accounts

Cr 1012 Funds Disbursed

To record payment for goods or services received and previously accrued.

Dr 2900 Applicable "Other Liabilities" subsidiary accounts

Cr 1012 Funds Disbursed

To record payment for other accrued liabilities.

Dr 2200 Applicable "Accrued Liabilities-Payroll and Benefits" subsidiary accounts

Cr 1012 Funds Disbursed

To record payment for payroll liabilities.

Dr 1400 Applicable "Advances and Prepayments" subsidiary accounts

Cr 1012 Funds Disbursed

To record amounts advanced and prepaid to others.

Dr 1012 Funds Disbursed

Cr 1315 Refunds Receivable-Government

Cr 1316 Refunds Receivable-Public

To record refunds received as a result of overpayments and other erroneous payments.

Dr 1012 Funds Disbursed

Cr 1400 Applicable "Advances and Prepayments" subsidiary accounts

To record return of advances and prepayments.

Dr 1012 Funds Disbursed

Cr 1013 Funds With Treasury

To close Funds Disbursed at fiscal year end.

TABLE 2-4

**ACCOUNTING ENTRIES FOR ACCOUNT 1200 - FOREIGN CURRENCY**

Dr 1200 Foreign Currency

Cr 1012 Funds Disbursed

To record purchase of foreign currency funds.

Dr 1012 Funds Disbursed

Cr 1200 Foreign Currency

To record exchange of foreign currency funds.

Dr 1200 Foreign Currency

Dr 7293 Other Miscellaneous Losses

Cr 1300 Applicable "Receivables" subsidiary accounts

To record collection of receivables with a resulting exchange rate loss.

Dr 1200 Foreign Currency

Cr 1300 Applicable "Receivables" subsidiary accounts

Cr 7193 Other Miscellaneous Gains

To record collection of receivables with a resulting exchange rate gain.

Dr 2000 Applicable "Liabilities" subsidiary accounts

Dr 7293 Other Miscellaneous Losses

Cr 1200 Foreign Currency

To record payment of liabilities with a resulting exchange rate loss.

Dr 2000 Applicable "Liabilities" subsidiary accounts

Cr 1200 Foreign Currency

Cr 7193 Other Miscellaneous Gains

To record payment of liabilities with a resulting exchange rate gain.

Dr 1200 Foreign Currency

Cr 5000 Applicable "Revenue" subsidiary accounts

To record collection for goods or services provided.



TABLE 2-5

0206 CASH HELD OUTSIDE OF U.S. TREASURY POLICY020601. Accounting Entries for Disbursing Officer's Cash (Account 1191)

A. "Disbursing Officer's Cash" is used to record the amount of U.S. Treasury cash held by disbursing officers at personal risk. The balance in this account is not considered an asset of a DoD Component for external statement purposes since it represents U.S. Treasury cash advanced to disbursing officers. A liability accounts for the total amount advanced by the U.S. Treasury shall be maintained.

B. Table 2-6 illustrates the most common entries used for this account.

C. Sources of entries to the "Disbursing Officer's Cash" account include requests for cash, invoices for transferred funds, reimbursement vouchers and disbursement records.

020602. Accounting Entries for Imprest Funds (Account 1120)

A. "Imprest Funds" is used to record the amount of cash advanced by disbursing officers and held by agency cashiers at personal risk. The balance in this account is not considered an asset of a DoD Component for external statement purposes, since it represents U.S. Treasury cash advanced by disbursing officers.

B. Table 2-7 illustrates the most common entries used for this account.

C. Sources of entries to the "Imprest Funds" account include requests for cash, reimbursement and disbursement vouchers, and invoices for transferred funds.

020603. Audit and Review

A. Managers who supervise personnel holding cash are responsible for maintaining appropriate accounting and internal controls for such assets. This responsibility includes insuring the legality, propriety, and correctness of disbursements and collections of public funds.

B. Audits, both announced and unannounced of each fund, shall determine whether:

1. All funds properly are accounted and reported.

2. The amount is not in excess of cash requirements.

**ACCOUNTING ENTRIES FOR ACCOUNT 1191 -  
DISBURSING OFFICER'S CASH**

Dr 1191 Disbursing Officer's Cash

Cr 2410 Treasury Cash Advances to Disbursing Officers

To record amounts received from U.S. Treasury for disbursing officer's use.

Dr 1120 Imprest Funds

Cr 1191 Disbursing Officer's Cash

To record establishment or increase in imprest funds.

Dr 1191 Disbursing Officer's Cash

Cr 1120 Imprest Funds

To record reductions in imprest funds.

Dr 1191 Disbursing Officer's Cash

Cr 1310 Accounts Receivable

To record amounts received for reimbursement of disbursements. (Disbursing Officer's Cash is to be reimbursed by the appropriation or fund on whose behalf the disbursement was made.)

Dr 1310 Accounts Receivable

Cr 1191 Disbursing Officer's Cash

To record amounts disbursed. (Disbursing Officer's Cash is to be reimbursed by the appropriation or fund on whose behalf the disbursement was made.)

Dr 2410 Treasury Cash Advances to Disbursing Officers

Cr 1191 Disbursing Officer's Cash

To record amounts returned to U.S. Treasury due to reduction in authorized amount.

TABLE 2-6

**ACCOUNTING ENTRIES FOR ACCOUNT 1120 -  
IMPREST FUNDS**

1. Dr 1120 Imprest Funds

Cr 1191 Disbursing Officer's Cash

To record establishment or increase in imprest funds.

2. Dr 1191 Disbursing Officer's Cash

Cr 1120 Imprest Funds

To record reductions in imprest funds

TABLE 2-7

3. Procedures are established and followed to protect the funds from loss or misuse.

The frequency of such audits shall be decided by management based on vulnerability assessments in DoD Directive 5010.38. Disbursing officers may make such inspection and reviews of imprest funds as they deem necessary to protect the interests of the U.S. Government.

C. Unannounced inspections, including cash counts, shall be made of each fund at least once each quarter by qualified individuals who are under the jurisdiction of the comptroller or the chief accounting officer of the installation (where such positions exist). These inspections may not be conducted by anyone subordinate to the fund custodian.

D. Any unauthorized use of, irregularity in, or improper accounting for a cash fund shall be investigated as prescribed in DoD Instruction 7200.10 and reported to the approving authority and to the disbursing officer involved. Reports should indicate if prescribed procedures were being followed and should recommend any actions considered necessary or desirable for preventing recurrence of the irregularity.

E. Each DoD Component shall delegate responsibility to a specific official for investigation of shortages or losses in imprest funds and instituting disciplinary actions. These matters shall be monitored centrally in each cognizant DoD Component.

<b>ACCOUNT NO. 1010</b>	
<b>FUND BALANCE WITH TREASURY</b>	
DESCRIPTION: Represents the net funds available to DoD from appropriations, reappropriations, continuing resolutions, advances, transfers-in, allocations, reimbursements less rescissions, transfers-out, and disbursements.	
DEBIT	CREDIT
<p>This account is a summary account Do not post to this account</p>	
SOURCE OF ENTRY:	
NORMAL BALANCE: DEBIT	
FIGURE 2-1	

<b>ACCOUNT NO. 1011</b>	
<b>FUNDS COLLECTED</b>	
<p>DESCRIPTION: Represents the funds received due to advances from outside sources, performance of reimbursable work, collection of receivables, sale of assets, etc. Account is subsidiary to Fund Balance with Treasury. Subaccounts shall be maintained for each appropriation for fund.</p>	
DEBIT	CREDIT
<p>1. Advances accepted from Federal Government activities.</p> <p>Contra: 2311</p> <p>2. Advances accepted from non-Federal Government activities.</p> <p>Contra: 2312</p> <p>3. Revenue received in advance.</p> <p>Contra: 2320</p> <p>4. Sale to a non-Federal Government activity through reimbursable agreement.</p> <p>Contra: 5100, 5200</p> <p>5. Sale from a working capital fund through reimbursable agreement.</p> <p>Contra: 5100, 5200</p> <p>6. Collection of fees and penalties.</p> <p>Contra: 5300, 5500</p> <p>7. Cash donations received and designated for special fund purposes.</p> <p>Contra: 5600</p> <p>8. Sale of miscellaneous goods for cash.</p> <p>Contra: 5900, 7300</p>	<p>1. Amounts accepted as collections for others.</p> <p>Contra: 1014</p> <p>2. Close Funds Collected.</p> <p>Contra: 1013</p>

<p>9. Collection of receivables.</p> <p>Contra: 1310, 1350</p> <p>10. Liability for deposit funds.</p> <p>Contra: 2411</p> <p>11. Sale of assets. Loss.</p> <p>Contra: 1710, 1720, 1730, 1740, 1750, 1760, 1810, 1820, 1830, 1840, 1890, 7210</p> <p>12. Sale of assets. Gain.</p> <p>Contra: 1710, 1720, 1730, 1740, 1750, 1760, 1810, 1820, 1830, 1840, 1890, 7110</p> <p>13. Proceeds from sale of assets to be replaced.</p> <p>Contra: 2400</p> <p>14. Reimbursement to operating an appropriation or fund charged for the purchase of new asset.</p> <p>Contra: 7210</p> <p>15. Cash donations received.</p> <p>Contra: 5600</p> <p>16. Amounts recorded as collections for others.</p> <p>Contra: 1014</p> <p>17. Record sale of securities acquired at discount. Gain.</p> <p>Contra: 1610, 7192</p> <p>18. Record sale of securities acquired at discount. Loss.</p>	
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<p>Contra: 1610, 7292</p> <p>19. Record sale of securities acquired at par or premium. Gain.</p> <p>Contra: 1610, 1611, 7192</p> <p>20. Record the sale of securities acquired at par or premium. Loss.</p> <p>Contra: 1610, 1611, 7292</p> <p>21. Record the sale of investment property and the liquidation of the mortgage under Homeowners Assistance Program - Mortgage Principal.</p> <p>Contra: 1691, 7192</p> <p>22. Record the sale of investment property and the liquidation of the mortgage under Homeowners Assistance Program - Revenue Earned.</p> <p>Contra: 1691, 7192</p>	
<p>SOURCE OF ENTRY: Cash collection from vouchers and journal vouchers.</p>	
<p>NORMAL BALANCE: DEBIT</p>	
<p>FIGURE 2-2</p>	

<b>ACCOUNT NO. 1012</b>	
<b>FUNDS DISBURSED</b>	
<p>DESCRIPTION: Represents the amount of payments made (net of refunds, erroneous payments, and returns of advances) from a DoD appropriation or fund account. Account is subsidiary to Fund Balance with Treasury. Subaccounts shall be maintained for each appropriation or fund.</p>	
DEBIT	CREDIT
<p>1. Refunds received as a result of overpayments and other erroneous payments.</p> <p>Contra: 1500, 1510, 1530, 1580, 1560, 1570, 1580, 1710, 1720, 1730, 1740, 1750, 1760, 1810, 1820, 1830, 1840, 1890, 1990, 6100, 6320, 6330, 6500</p> <p>2. Exchange of foreign currency funds.</p> <p>Contra: 1200</p> <p>3. Amounts accepted as disbursements for others.</p> <p>Contra: 1014</p> <p>4. Advances/Prepayments settled – repayment or offset.</p> <p>Contra: 1410, 1450</p> <p>5. Close Funds Disbursed.</p> <p>Contra: 1013</p>	<p>1. Purchase of foreign currency funds.</p> <p>Contra: 1200</p> <p>2. Payment for interest earned by previous investor in federal securities.</p> <p>Contra: 1310</p> <p>3. Direct loan made.</p> <p>Contra: 1350</p> <p>4. Amounts advanced to others.</p> <p>Contra: 1410</p> <p>5. Prepaid expenses and deferred charges.</p> <p>Contra: 1450</p> <p>6. Acquisition of federal securities or other investments at par or discount.</p> <p>Contra: 1610</p> <p>7. Acquisition of federal securities or other investments at a premium.</p> <p>Contra: 1610, 1611</p> <p>8. Payment for goods or services received and previously accrued.</p> <p>Contra: 2110, 2130, 2140, 2190</p> <p>9. Disposition of deposit funds and suspense</p>

	<p>accounts to appropriate fund.</p> <p>Contra: 2400</p> <p>10. Transfer the proceeds from the sale of an asset from Treasury clearing account when the decision is made to replace the item.</p> <p>Contra: 2400</p> <p>11. Principal payments made on mortgages.</p> <p>Contra: 2591, 2592</p> <p>12. Payment of other accrued liabilities.</p> <p>Contra: 2910, 2920, 2990</p> <p>13. Payment of payroll liabilities.</p> <p>Contra: 2210</p> <p>14. Payment for late payment penalty or discounts lost.</p> <p>Contra: 6122</p> <p>15. Demand for payment by lender - Loan Guarantee Default.</p> <p>Contra: 6129</p> <p>16. Amounts recorded as disbursements for others.</p> <p>Contra: 1015</p>
<p>SOURCE OF ENTRY: Cash disbursement vouchers, journal vouchers.</p>	
<p>NORMAL BALANCE: CREDIT</p>	
<p>FIGURE 2-3</p>	

<b>ACCOUNT NO. 1013</b>	
<b>FUNDS WITH TREASURY</b>	
<p>DESCRIPTION: Represents the fund balances on the books of the U.S. Treasury. The account is increased for funds made available by appropriations, reappropriation, continuing resolution, transfers-in, and allocations. The account is decreased for rescissions and transfers-out. Subaccounts shall be maintained for each appropriation or fund.</p>	
DEBIT	CREDIT
<p>1. Nonexpenditure transfers from current year and prior year appropriations and funds.</p> <p>Contra: 3100</p>	<p>1. Nonexpenditure transfers to current year and prior year appropriations and funds.</p> <p>Contra: 3100</p>
<p>2. Warrant received.</p> <p>Contra: 3100</p>	<p>2. Funds transferred to other prior year appropriations and funds.</p> <p>Contra: 3100</p>
<p>3. Capital appropriated for working capital funds.</p> <p>Contra: 3210</p>	<p>3. Authority transferred to other current year appropriations and funds.</p> <p>Contra: 3100</p>
<p>4. Funds transferred from other prior year appropriations and funds.</p> <p>Contra: 3100</p>	<p>4. Record decrease in trust fund equity - available receipts. Receipt of trust funds from state and local, public, and foreign governments for financing projects, programs, etc.</p> <p>Contra: 3100</p>
<p>5. Authority transferred from other current year appropriations and funds.</p> <p>Contra: 3100</p>	<p>5. Cash withdrawn per TFS-2108.</p> <p>Contra: 3100</p>
<p>6. Record appropriations not subject to apportionment.</p> <p>Contra: 3100</p>	<p>6. Budgetary authority rescinded by legislative action.</p> <p>Contra: 3100</p>
<p>7. Record transfer of funds from other agencies.</p> <p>Contra: 3100</p>	<p>7. Return of all or portion of allocation of funds to parent account.</p> <p>Contra: 3100</p>
<p>8. Cash restored per TFS-2108.</p> <p>Contra: 3100</p>	

<p>9. Fund allocation from other agency. Contra: 2311</p> <p>10. Request for transfer of disbursing authority to expenditure account. Contra: 1920</p> <p>11. Record transfer from trust fund to operating fund. Contra: 1310</p> <p>12. Record increase in trust fund equity - available receipts. Receipt of trust funds from State and local, public, and foreign governments for financing projects, programs, etc. Contra: 3100</p> <p>13. Close Funds Collected. Contra: 1011</p>	<p>8. Close Funds Disbursed. Contra: 1012</p>
<p>SOURCE OF ENTRY: Appropriation Warrant - TFS 6200, Nonexpenditure Transfer Authorizations - SF 1151, allocation documents, journal vouchers.</p>	
<p>NORMAL BALANCE: DEBIT</p>	
<p>FIGURE 2-4</p>	

<b>ACCOUNT NO. 1014</b>	
<b>UNDISTRIBUTED COLLECTIONS</b>	
DESCRIPTION: Represents the amount of collections reported by the finance network which have not been accepted by the operating level accounting entity. Subaccounts shall be maintained for each appropriation or fund.	
DEBIT	CREDIT
SOURCE OF ENTRY: Journal vouchers.	
NORMAL BALANCE: CREDIT	
FIGURE 2-5	

<b>ACCOUNT NO. 1015</b>	
<b>UNDISTRIBUTED DISBURSEMENTS</b>	
DESCRIPTION: Represents the amount of disbursements as reported by the finance network which have not been accepted by the operating level accounting entity. Subaccounts shall be maintained for each appropriation or fund.	
DEBIT	CREDIT
SOURCE OF ENTRY: Journal vouchers.	
NORMAL BALANCE: CREDIT	
FIGURE 2-6	

<b>ACCOUNT NO. 1100</b>	
<b>CASH</b>	
DESCRIPTION: Represents the net funds available to DoD that are not yet deposited in the U.S. Treasury or are not considered an asset of a DoD Component.	
DEBIT	CREDIT
<p>This account is a summary account Do not post to this account</p>	
SOURCE OF ENTRY:	
NORMAL BALANCE: DEBIT	
FIGURE 2-7	

<b>ACCOUNT NO. 1110</b>	
<b>UNDEPOSITED COLLECTIONS</b>	
<p>DESCRIPTION: Represents amounts received for which a deposit confirmation has not been issued by the U.S. Treasury. Account is supported by cashier's record of collection. Subaccounts shall be maintained for each appropriation, fund or receipt account.</p>	
DEBIT	CREDIT
<p>1. Amounts received.</p> <p>Contra: 1300</p>	<p>1. Deposits.</p> <p>Contra: 1011</p>
<p>SOURCE OF ENTRY: Collection records, certificates of deposit.</p>	
<p>NORMAL BALANCE: DEBIT</p>	
<p>FIGURE 2-8</p>	

<b>ACCOUNT NO. 1120</b>	
<b>IMPREST FUNDS</b>	
DESCRIPTION: Represents the authorized amount of cash advanced by disbursing officers and held by Agency cashiers at personal risk. The balance in this account is not considered an asset of a DoD Component for external statement purposes since it represents U.S. Treasury cash advanced by disbursing officers.	
DEBIT	CREDIT
1. Imprest fund established.  Contra: 1191	1. Imprest fund reduced.  Contra: 1191
SOURCE OF ENTRY: Requests for cash, invoices for transferred funds, reimbursement, and disbursement records.	
NORMAL BALANCE: DEBIT	
FIGURE 2-9	

<b>ACCOUNT NO. 1191</b>	
<b>DISBURSING OFFICERS' CASH</b>	
<p>DESCRIPTION: Represents the authorized amount of U.S. Treasury cash held by disbursing officers at personal risk. It includes U.S. Currency and coin on-hand, dollar equivalent of foreign currency and coin on-hand, cash in the hands of deputy disbursing officers, cashiers and agents, negotiable instruments on hand, military payments certificates, etc. The balance in this account is not considered an asset of a DoD Component for external statement purposes since it represents U.S. Treasury cash advanced to disbursing officers. A liability account for the total amount advanced by the U.S. Treasury shall be maintained.</p>	
DEBIT	CREDIT
<p>1. Amounts of checks for cash written by disbursing officers to establish authorized amount of cash required from Treasury.</p> <p>Contra: 2410</p> <p>2. Transfer of cash from another Disbursing Officer</p> <p>Contra: 2410</p> <p>3. Amounts received from appropriations/ funds for reimbursement of disbursements.</p> <p>Contra: 1300</p> <p>4. Cash collections.</p> <p>Contra: 2410</p> <p>5. received from Agency cashiers to reduce imprest funds.</p> <p>Contra: 1120</p>	<p>1. Cash disbursements.</p> <p>Contra: 1311</p> <p>2. Transfer of cash to another disbursing officer.</p> <p>Contra: 2410</p> <p>3. Confirmed deposits to an appropriation, fund or receipt account.</p> <p>Contra: 2410</p> <p>4. Amount returned to Treasury due to reduction in amount of cash authorized.</p> <p>Contra: 2410</p> <p>5. Amount transferred to Agency cashiers to establish imprest funds.</p> <p>Contra: 1120</p>
<p>SOURCE OF ENTRY: Requests for cash, invoices for transferred funds, and disbursement records.</p>	
<p>NORMAL BALANCE: DEBIT</p>	
<p>FIGURE 2-10</p>	

<b>ACCOUNT NO. 1200</b>	
<b>FOREIGN CURRENCY</b>	
DESCRIPTION: Represents the U.S. dollar equivalent of foreign government currency and other transactions occurring through use of the foreign currency.	
DEBIT	CREDIT
1. Purchase of foreign currency funds. Contra: 1012	1. Exchange of foreign currency funds. Contra: 1012
2. Advances settled - repayment or offset. Contra: 1410	2. Payment for goods or services received and previously accrued. Contra: 2110, 2130, 2140, 2190, 2990
3. Sale through reimbursable agreement. Contra: 5100, 5200	3. Payment for late payment penalty or discounts lost. Contra: 6122
4. Collection of receivables. Contra: 1310, 1350	4. Amounts advanced to others. Contra: 1410
5. Revenue received in advance. Contra: 2320	5. Disposition of foreign currency funds resulting from transactions other than direct foreign currency purchases. Contra: 1310, 1350
6. Collection of fees and penalties. Contra: 5300, 5500	6. Exchange losses of monetary transactions occurring between time of agreement and payment. Contra: 7293
7. Cash donations received and designated for special fund purposes. Contra: 5600	
8. Refunds received as a result of overpayments and other erroneous payments. Contra: 1500, 1510, 1530, 1560, 1570, 1580, 1710, 1720, 1730, 1740, 1750, 1760, 1810, 1820, 1830, 1840, 1890, 1990, 6100, 6320, 6330, 6500	
9. Receipt of donated assets from public.	

Contra: 3400  10. Exchange gains of monetary transactions occurring between time of agreement and payment.  Contra: 7193	
SOURCE OF ENTRY: Reimbursement and disbursement vouchers, sales records, and documented foreign exchange gains and losses.	
NORMAL BALANCE: DEBIT	
FIGURE 2-11	