

FUND ACCOUNTING OVERVIEW

SUMMARY

This procedure provides information on what Fund Accounting is and how to access the Fund Groups on the FAMIS G/L system.

PROCEDURE

1. Miami-Dade County uses an accounting system that is organized and operated on a fund basis. A fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves and equities which are segregated for the purpose of carrying on specific activities or obtaining specific objectives in accordance with special regulations, restrictions, or limitations.
2. The County updates its fund accounting structure in accordance with the Governmental Accounting Standards Board (GASB) requirements and the State's Uniform Accounting System Manual from the Bureau of Local Government. You may find the County's Fund Structure by referring to Procedure Number 302, County Fund Structure.
3. The Fund Group and Fund Type Structures are listed in the FAMIS system. You may access them by using the following procedures:
 - a. Log onto the FAMIS system (see Procedure Number 311).
 - b. From the Main Menu, FAML Screen 0000, Press F2 to go to Table Maintenance.
 - c. From FAML Screen 5000, Table Maintenance, Press F1 to go to Classification Structure.
 - d. From FAML Screen 5001, Classification Structure, Press F2 to go to Funds.
 - e. From FAML Screen 5050, Funds:
Press F5 to go to the first record OR
With cursor in Fund Type field, Press F2 to go to Table Look Up, FAML 5999 for funds.

CONTACTS:

Department/Division

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