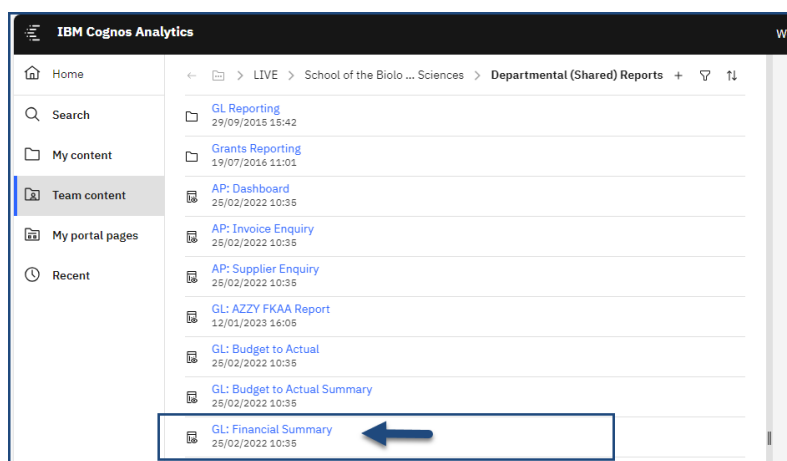


GL Financial Summary report (Cognos)

In this document:

- [Access](#)
- [Parameter Selection](#)
- [Report output](#)
- [Interpreting the report](#)

To access In Cognos, navigate to: **Team Content > LIVE> [your] School > Departmental (Shared) Reports> GL: Financial Summary**



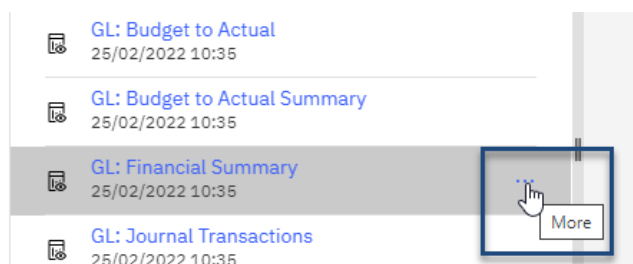
Intended audience Departments, Schools and Central Finance. It uses the standard security model, restricting returned information to only the department(s) or school(s) the user has been granted access to.

Running the report This report has a variety of optional fields, allowing users to customise the output to suit their requirements and includes:

- Cost Centre Analysis, (if required)
- Income and expenditure breakdown.

Note: This report contains a number of **re-prompt** buttons which restrict lists of values to only relevant values. When you use a re-prompt button, you receive a message stating: **Working...** Please be patient until the prompt page is re-generated.

Report format Set to default to **Excel**, but can provide output in all standard formats (including PDF and HTML).



To select a different report format:

- use **ellipses...** on right next to report name
- select **Run as**
- when the panel opens, select the required format, then **Run**

There are two available outputs, one is intended to be used as a working report, and as such does not contain any header, footer, or summary information in order to ease manipulation of the output to meet user needs. The other is intended to be used as a presentation report, and contains the additional information. You can select the presentation layout in **Report Layout Options** when selecting your parameters.

Tip: To save you time in the future create a **Report View** to save commonly used parameters, and/or set up schedule to run the report with selected frequency. You can have many different **Report Views** of the same report set up.

Parameter Selection

Accounting date parameters

- **Financial Year** (optional)
- **GL Period** (mandatory)

The report can be restricted to a particular financial year, **but** a single GL Period must be selected. The amounts are cumulative to the period selected from the start of that financial year.

Tip: The financial year parameter is optional, but if you specify a year and click the **Update GL Period List** button, the list of GL periods is filtered to only show the relevant choices for that year.



The screenshot shows a web interface for parameter selection. On the left, there is a dropdown menu labeled 'Select Financial Year:' with the text 'Start Year GL Period Name' and a downward arrow. On the right, there is another dropdown menu labeled 'Select GL Period:' with the text '* Previous Month (DEC-23)' and a downward arrow. Below these two dropdowns is a blue button labeled 'Update GL Period List'. A large blue arrow points from the 'Update GL Period List' button towards the 'Select GL Period:' dropdown.

Organisation parameters

- **School(s)** (optional)
- **Department Group** (optional)
- **Department(s)** (optional)

The report can be run for Departments, Department Groups, Schools, or even across the whole University depending on your level of access.

If you only have access to one department...

Only your school and your department will be visible in the lists. You do not even need to select the department unless you want to specify a particular cost centre(s).

If you have access to more than one department...

Each time you make a selection, you must click the **re-prompt (Update)** button for that choice, so that the relevant selection values are returned.

<p>Select School(s):</p> <ul style="list-style-type: none"> <input type="checkbox"/> School of Arts and Humanities <input type="checkbox"/> School of the Biological Sciences <input type="checkbox"/> School of Clinical Medicine <input type="checkbox"/> School of the Humanities and Social Sciences <input type="checkbox"/> School of the Physical Sciences <input type="checkbox"/> School of Technology <input type="checkbox"/> UAS <input type="checkbox"/> MISD <p style="text-align: right;">Select all Deselect all</p> <p>Update Department List</p> <p>Select Department(s):</p> <ul style="list-style-type: none"> <input type="checkbox"/> 00: Balance Sheet <input type="checkbox"/> AA: Central Admin <input type="checkbox"/> AB: Student Funding <input type="checkbox"/> AC: Education Services <input type="checkbox"/> AD: Staff & Student Amenities and Facilities: Reporting Only <input type="checkbox"/> AE: Vice Chancellor's Office <input type="checkbox"/> AF: MISD <p style="text-align: right;">Select all Deselect all</p> <p>Update Cost Centre List</p> <p>(Alternative) Department Code List (Separate with commas, e.g. AA, AB, AC)</p> <input type="text"/>	<p>Select Department Group:</p> <div style="border: 1px solid black; height: 50px; width: 100%;"></div> <p style="text-align: right;">Deselect all</p> <p>Update Department List</p> <p>Select Cost Centre Range(s):</p> <p>From: <input type="text"/> → Choices: <div style="border: 1px solid black; width: 100%; height: 50px;"></div></p> <p><input type="radio"/> Lowest value ←</p> <p>To: <input type="text"/> ←</p> <p><input checked="" type="radio"/> Highest value</p> <p style="text-align: right;">Select all Deselect all</p> <p>(Alternative) Cost Centre Code List (Separate with commas, e.g. AAAA, AAAB, AAAC)</p> <input type="text"/>
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Tip: Use the (Alternative) Department Code List to type in the department code. They do not have to be in any order or contiguous

A **department group** is a selection of linked departments. In the selection hierarchy, a department group sits between the school and individual departments. Not all schools have department groups. To select a department group, the school needs to be checked and list updated. If there are no groups, or you do not have access to the group, the dropdown list will be blank

Account segment parameters:

- **Cost Centre(s)** (optional)
- **Source(s) of Funds** (optional)

If you don't need to limit the selection leave options set as **Lowest value** and **Highest value**

To restrict results either

- enter ranges for account code segments, **or**
- use the **(Alternative) Cost Centre/Source of Funds code List** field to type in directly. Separate codes with commas.

<p>Select Department(s):</p> <ul style="list-style-type: none"> <input type="checkbox"/> 00: Balance Sheet <input type="checkbox"/> AA: Central Admin <input type="checkbox"/> AB: Student Funding <input type="checkbox"/> AC: Education Services <input type="checkbox"/> AD: Staff & Student Amenities and Facilities: Reporting Only <input type="checkbox"/> AE: Vice Chancellor's Office <input type="checkbox"/> AF: MISD <p style="text-align: right;">Select all Deselect all</p> <p>Update Cost Centre List</p> <p>(Alternative) Department Code List (Separate with commas, e.g. AA, AB, AC)</p> <input type="text"/>	<p>Select Cost Centre Range(s):</p> <p>From: <input type="text"/> → Choices: <div style="border: 1px solid black; width: 100%; height: 50px;"></div></p> <p><input type="radio"/> Lowest value ←</p> <p>To: <input type="text"/> ←</p> <p><input checked="" type="radio"/> Highest value</p> <p style="text-align: right;">Select all Deselect all</p> <p>(Alternative) Cost Centre Code List (Separate with commas, e.g. AAAA, AAAB, AAAC)</p> <input type="text"/>
<p>Select Source of Funds Range(s):</p> <p>From: <input type="text"/> → Choices: <div style="border: 1px solid black; width: 100%; height: 50px;"></div></p> <p><input type="radio"/> Source of Funds Code ←</p> <p><input checked="" type="radio"/> Lowest value</p> <p>To: <input type="text"/> ←</p> <p><input type="radio"/> Source of Funds Code ←</p> <p><input checked="" type="radio"/> Highest value</p> <p style="text-align: right;">Select all Deselect all</p> <p>(Alternative) Source of Funds Code List (Separate with commas, e.g. AAAA, AAAB, AAAC)</p> <input type="text"/>	

Output parameters - report layouts

- Up to four **Summary Fields** (optional, with optional subtotals)
- **Report Layout Options** (optional)

The output received from the report can be grouped by up to four summary fields, and additional fields can be shown on the output by selecting various layout options. Additionally, the output can be filtered by the **Cost Centre Analysis** fields.

Report Layout options	
Presentation Layout	As this is designed for using PDF format, you may need to change your output preferences in Run Options to PDF before you run the report.
Net/ MAAA-ZZZZ	Useful for departments with grant activity as it allows you to see a sub-total that excludes the grant and depreciation totals, over which you do not have much control.
Show 'Wide' Income and Expenditure breakdown	Extra columns to differentiate types of income (e.g. chest allocation, interest, other) and expenditure (e.g. stipends, scholarships, non-payroll)
Hide Memorandum Fields	Hides the reconciliation columns (10 & 11). Will still show Revaluation column
Show Cost Centre Analysis options	If you tick any of these, and then re-prompt, any category fields entered for your department are displayed and you can filter on these accordingly.

Show Cost Centre Analysis options after re-prompt:

Third Summary Field: Show Subtotal? ☐ Yes ☒ No

Fourth Summary Field:

Select Cost Centre Analysis Owner CRSid(s):

- ☐ JZ366
- ☐ JRN34
- ☐ MJD13
- ☐ NB10013
- ☐ SB10031
- ☐ IP100
- ☐ SRB39
- ☐ ER376
- ☐ JHK10
- ☐ JRK38

Select all Deselect all

Select Cost Centre Analysis Category 1:

- ☐ ACADEMIC
- ☐ DEPT
- ☐ STUDENT
- ☐ SRF
- ☐ ACCOMMODATION
- ☐ FACILITY
- ☐ CONFERENCE
- ☐ N/A
- ☐ OUTREACH

Select all Deselect all

Display Cost Centre Analysis Filters

Select Cost Centre Analysis Owner Full Name(s):

- ☐ Mr Keith Parmenter
- ☐ Dr Heather Greer
- ☐ Professor Christopher Dobson
- ☐ Mrs Sheila Bateman
- ☐ Dr Peter Wothers
- ☐ Dr Steven Lee
- ☐ Dr Robert Phipps
- ☐ Dr Lucy Colwell
- ☐ Dr Stephen Jenkins
- ☐ Dr Finian Leeper
- ☐ Professor Matthew Gaunt

Select all Deselect all

Select Cost Centre Analysis Category 2:

- ☐ TRUST FUNDS
- ☐ GENERAL
- ☐ CMI
- ☐ ACADEMIC STAFF
- ☐ MELVILLE
- ☐ ACADEMIC STAFF
- ☐ N/A

When you have completed your selection, click **Finish**.

Report output

Excel	PDF
<p>Workbook containing at least two worksheets opens entitled:</p> <ul style="list-style-type: none"> GL Financial Summary Report Information <p>Additional worksheets for each department will open if the Show Departmental Breakdown layout option is selected.</p>	<p>Single report displayed:</p> <ul style="list-style-type: none"> Financial Summary <p>Report Information is given on the last page of the report</p>

The GL Financial Summary tab – information displayed

The GL Financial Summary tab shows the line details for each entry that matches the report criteria. Currently there are **two** different default outputs.

For financial years prior to 2018/19...

The default option includes columns for **Annual Budget** and **Budget YTD**.

Source of Funds Code	Source of Funds	Annual Budget	Balance b/f	Budget YTD (1)	Income YTD (2)	Expenditure YTD (3)	Surplus/(Deficit) (4) = (1) + (2) - (3)	Overdrawn/ Cash in Hand (5)	Money on Deposit (6)	CUFE (7)	Other Investments (8)	Total (9) = (5) + (6) + (7) + (8)	Balance Sheet Entries (10)	Reconciliation to CUFS (11) = (5) - (10)	Revaluations in Year
AAAA	Chest Non Payroll	900.00	0.00	450.00	0.00	445.88	4.13	4.13	0.00	0.00	0.00	4.13	0.00	4.13	0.00
AAAD	Chest Equipment	7,847.00	15,595.01	3,923.50	0.00	927.05	2,996.45	18,591.46	0.00	0.00	0.00	18,591.46	0.00	18,591.46	0.00
ABAA	Chest Stipends	610,199.00	0.00	305,099.50	0.00	308,280.47	(3,180.97)	(3,180.97)	0.00	0.00	0.00	(3,180.97)	0.00	(3,180.97)	0.00
ACAA	Chest Wages	254,711.00	0.00	127,355.50	0.00	125,697.26	1,658.24	1,658.24	0.00	0.00	0.00	1,658.24	0.00	1,658.24	0.00
AHAR	Equipment Grant from Capital Fund	0.00	0.00	0.00	1,101.10	1,101.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AHAW	Grant from Researcher Development Fund	730.00	0.00	365.00	0.00	300.00	65.00	65.00	0.00	0.00	0.00	65.00	0.00	65.00	0.00
EFKM	Donations	0.00	64,399.10	0.00	286.74	1,632.25	(1,345.52)	63,053.59	3,958.45	16,483.38	0.00	83,495.42	0.00	63,053.59	939.02
GAAA	External Trading	0.00	680,580.75	0.00	317,936.18	288,708.25	29,227.93	709,808.68	0.00	582,432.20	0.00	1,292,240.88	0.00	709,808.68	33,179.55
GAAB	Internal Trading	0.00	0.00	0.00	51,663.75	51,663.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
KDDQ	A J Pressland Fund	0.00	785,525.03	0.00	12,773.34	15,875.00	(3,101.67)	782,423.37	49,981.20	771,140.47	0.00	1,603,545.04	0.00	782,423.37	43,929.74

For financial years from 2019/20

These columns are replaced by **Annual Chest Allocation**, and the **Income YTD** includes the Chest Allocation.

Source of Funds Code	Source of Funds	Annual Chest Allocation	Balance b/f	Income YTD (2)	Expenditure YTD (3)	Surplus/(Deficit) (4) = (2) - (3)	Overdrawn/ Cash in Hand (5)	Money on Deposit (6)	CUEF (7)	Other Investments (8)	Total (9) = (5) + (6) + (7) + (8)	Balance Sheet Entries (10)	Reconciliation to CUFS (11) = (5) - (10)	Revaluations in Year
AAAA	Chest Non Payroll	900.00	0.00	450.00	445.88	4.13	4.13	0.00	0.00	0.00	4.13	0.00	4.13	0.00
AAAD	Chest Equipment	7,847.00	15,595.01	3,923.50	927.05	2,996.45	18,591.46	0.00	0.00	0.00	18,591.46	0.00	18,591.46	0.00
ABAA	Chest Stipends	610,199.00	0.00	305,099.50	308,280.47	(3,180.97)	(3,180.97)	0.00	0.00	0.00	(3,180.97)	0.00	(3,180.97)	0.00
ACAA	Chest Wages	254,711.00	0.00	127,355.50	125,697.26	1,658.24	1,658.24	0.00	0.00	0.00	1,658.24	0.00	1,658.24	0.00
AHAR	Equipment Grant from Capital Fund	0.00	0.00	1,101.10	1,101.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
AHAW	Grant from Researcher Development Fund	730.00	0.00	365.00	300.00	65.00	65.00	0.00	0.00	0.00	65.00	0.00	65.00	0.00
EFKM	Donations	0.00	64,399.10	286.74	1,632.25	(1,345.52)	63,053.59	3,958.45	16,483.38	0.00	83,495.42	0.00	63,053.59	939.02
GAAA	External Trading	0.00	680,580.75	317,936.18	288,708.25	29,227.93	709,808.68	0.00	582,432.20	0.00	1,292,240.88	0.00	709,808.68	33,179.55
GAAB	Internal Trading	0.00	0.00	51,663.75	51,663.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
KDDQ	A J Pressland Fund	0.00	785,525.03	12,773.34	15,875.00	(3,101.67)	782,423.37	49,981.20	771,140.47	0.00	1,603,545.04	0.00	782,423.37	43,929.74

Report Information

The **Report Information** tab includes the runtime details of the report, such as the name, user who ran the report, date and time the report was run, and the parameters used for the report.

Output columns

The GL Financial Summary includes the following fields:

Fields displayed as default	
• Source of Funds Code	• Source of Funds
• Annual Chest Allocation	• Balance b/f
• Income YTD (2)	• Expenditure YTD (3)
• Surplus / Deficit (4)	• Overdrawn / Cash in Hand (5)
• Money on Deposit (6)	• CUEF (7)
• Other Investments (8)	• Total (9)
• Balance Sheet Entries (10)	• Reconciliation to UFS (11)*
• Revaluations in Year	*Hidden if Hide Memorandum Fields is ticked

Additional fields that can be selected	
Select Summary Field values for:	Summary Field 2
	Summary Field 2 Description
	Summary Field 3
	Summary Field 3 Description
	Summary Field 4
	Summary Field 4 Description
Select Show Cost Centre Analysis for:	CC Analysis Owner
	CC Analysis Owner Full Name
	CC Analysis Category 1
	CC Analysis Category 2
	CC Analysis Category 3
	CC Analysis Category 4
Select Show 'Wide' Income and Expenditure	Income – Main Chest Allocation (2a)#

Additional fields that can be selected	
Breakdown for:	Income – Chest Allocation Transfer (2b) ϕ
	Income – Interest & Dividends Rec'd (2c)
	Income – Other (2d)
	Expenditure – Stipends (3a)
	Expenditure – Stipends Casual (3b)
	Expenditure – Wages (3c)
	Expenditure – Non Pay (3d)
Added via the output parameters	See the glossary for further information on additional fields that can be displayed.

Notes

- # Income – Main Chest Allocation (2a) shows income on **GPAA** transaction code
- ϕ Income – Chest Allocation Transfer (2b) shows income on **GPAB – GPZZ** transaction codes

Sorting

The report sorts in order of the Summary Fields selected.

In this example output, the **Cost Centre** was selected as **Summary Field 1** and **Source of Funds** as **Summary field 2**.

Cost Centre Code	Cost Centre	Source of Funds Code	Source of Funds	CC Analysis Owner Full Name	CC Analysis Category 1	Annual Chest Allocation	Balance b/f	Income YTD (2)	Expenditure YTD (3)	Surplus/ (Deficit) (4) = (2) - (3)	Overdrawn/ Cash in Hand (5)	Money on Deposit (6)	CUEF (7)	Other Investments (8)	Total (9) = (5) + (6) + (7) + (8)	Balance Sheet Entries (10)	Reconciliation to CUEF (11) = (5) - (10)	Revaluations in Year
ZZAA	Ecology: Administration	AZZY	Transactions pending allocation to correct coding		N/A	0.00	0.00	0.00	13,941.71	(13,941.71)	(13,941.71)	0.00	0.00	0.00	(13,941.71)	0.00	(13,941.71)	0.00
ZZAA	Ecology: Administration	GAAA	External Trading	Dr Mary Smith	DEPT	0.00	(1,200.00)	0.00	(1,200.00)	1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	ZZAA Subtotal					0.00	(1,200.00)	0.00	12,741.71	(12,741.71)	(13,941.71)	0.00	0.00	0.00	(13,941.71)	0.00	(13,941.71)	0.00
ZZAC	Ecology: Maintenance	ACAA	Chest Wages	Dr Mary Smith	N/A	0.00	0.00	0.00	22,039.23	(22,039.23)	(22,039.23)	0.00	0.00	0.00	(22,039.23)	0.00	(22,039.23)	0.00
	ZZAC Subtotal					0.00	0.00	0.00	22,039.23	(22,039.23)	(22,039.23)	0.00	0.00	0.00	(22,039.23)	0.00	(22,039.23)	0.00
ZZAF	Oracle Inventory Account	AZZY	Transactions pending allocation to correct coding		N/A	0.00	(2,252.52)	0.00	0.00	0.00	(2,252.52)	0.00	0.00	0.00	(2,252.52)	0.00	(2,252.52)	0.00
ZZAF	Oracle Inventory Account	GAAD	Inventory Controls	Joe Bloggs	N/A	0.00	0.00	0.00	(93,965.38)	93,965.38	93,965.38	0.00	0.00	0.00	93,965.38	97,578.49	(3,613.11)	0.00
	ZZAF Subtotal					0.00	(2,252.52)	0.00	(93,965.38)	93,965.38	91,712.86	0.00	0.00	0.00	91,712.86	97,578.49	(5,865.63)	0.00
ZZAG	Ecology: Research Grant	AZZY	Transactions pending allocation to correct coding		N/A	0.00	(150.44)	0.00	(150.44)	150.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ZZAG	Ecology: Research Grant	EDAA	Departments Share of Research Overheads	Dr Mary Smith	N/A	0.00	0.00	35,126.00	147.35	34,978.65	34,978.65	0.00	0.00	0.00	34,978.65	0.00	34,978.65	0.00
ZZAG	Ecology: Research Grant	EDAZ	Departmental Bad Debt Provision on Research Co	Dr Mary Smith	N/A	0.00	(12,140.85)	0.00	0.00	0.00	(12,140.85)	0.00	0.00	0.00	(12,140.85)	0.00	(12,140.85)	0.00
ZZAG	Ecology: Research Grant	FZAB	FFC Departmental Overheads Research - IUK Cha	Dr Mary Smith	N/A	0.00	0.00	0.03	0.00	0.03	0.03	0.00	0.00	0.00	0.03	0.00	0.03	0.00

Interpreting the Summary report

Although the layout of each report varies a little, the basic column headings are the same for each.

Annual Budget [pre FY 18/19]	The chest budget allocation by the centre for the whole financial year – should normally be a positive figure
Annual Chest Allocation	As above, but renamed as of FY18/19. For reference only.
Balance b/f	The roll-over balance from the prior financial year – used in the calculation Col (5)
Columns 1 or 2 - 4	Income and expenditure transactions within the current financial year
1. Budget YTD [pre FY18/19]	Normally 1/12 th of the annual budget x the number of months since the start of the financial year. Again should be a positive figure

2. Income YTD	Income earned to date in the current financial year. Includes chest allocation (post FY 18/19), trading income, deposit interest, dividends, donations and miscellaneous cash from vending machines etc. Should be a positive figure – negatives would indicate a sales refund or some other form of adjustment.																								
3. Expenditure YTD	Monies paid out to date in relation to activities in the current financial year. This would include payment to suppliers, expenses claims and wages. Should be a positive figure – negatives would indicate a credit from a supplier or some other form of adjustment.																								
4. Surplus/(Deficit)	The balance within the current year, calculated as the Income YTD – Expenditure YTD . Pre FY 18/19, the Budget YTD is added to the Income YTD . Positives are good as they reflect a surplus of income over expenditure. You can elect to show deficits (negative amounts) in red by ticking the box in the Report Layout Options . However, differences may simply be due to timing e.g. <ul style="list-style-type: none">• A disproportionate amount of expenditure at the start of Michaelmas term exceeds the 3/12ths of chest allocation (converted to Income) at this point, but is still well below the annual allocation;• Costs incurred in relation to the initial setting up and advertising of a conference for which delegate fees have not yet been collected. Or they may be due to the fact that the department's Chest non-Payroll allocation has not been distributed across cost centres i.e. individual cost centres are in deficit, but overall, the department may have a surplus.																								
Columns 5 – 9	Departmental Balance Sheet																								
5. Overdrawn / Cash in Hand	The surplus/deficit from the current year plus the brought forward balance from previous years. Positives are good and reflect cash in hand. Overdrawn account values are displayed in brackets . This may be wholly or partially attributable to timing and coding issues as mentioned above for column 4. However a negative value that increases should be investigated as this indicates that a deficit was brought forward from previous years. Note: Although individual cost centres may be overdrawn, when viewed from total SoF perspective, accounts should not normally be overdrawn where there is money held on deposit.																								
6. Monies on deposit	The value of departmental monies held in the University Deposit Account. In general only the following sources of funds are allowed to have monies on deposit. <table><tr><td>EExx</td><td>Specific Central Reserves</td><td>Jxxx</td><td>HEFCE Initiatives</td></tr><tr><td>EFxx – EXxx</td><td>General Donations</td><td>Kxxx</td><td>Trust Funds</td></tr><tr><td>Fxxx</td><td>Specific Reserves</td><td>Lxxx</td><td>Appropriations in Aid</td></tr><tr><td>Hxxx</td><td>Specific Donations</td><td>Pxxx</td><td>Funds for Land &</td></tr><tr><td>Buildings</td><td></td><td></td><td></td></tr><tr><td>Ixxx</td><td>Specific Endowments</td><td></td><td></td></tr></table>	EE xx	Specific Central Reserves	J xxx	HEFCE Initiatives	EF xx – EX xx	General Donations	K xxx	Trust Funds	F xxx	Specific Reserves	L xxx	Appropriations in Aid	H xxx	Specific Donations	P xxx	Funds for Land &	Buildings				I xxx	Specific Endowments		
EE xx	Specific Central Reserves	J xxx	HEFCE Initiatives																						
EF xx – EX xx	General Donations	K xxx	Trust Funds																						
F xxx	Specific Reserves	L xxx	Appropriations in Aid																						
H xxx	Specific Donations	P xxx	Funds for Land &																						
Buildings																									
I xxx	Specific Endowments																								

7. CUEF	<p>Cambridge University Endowment Fund (CUEF). A unitised fund consisting of a variety of assets including equities and investment property. Investors (departments) buy a number of units in the fund - the number purchased depends on the funds available and the unit valuation at the purchase date.</p> <p>This fund provides long-term capital growth plus a monthly distribution. Please note only funds being held for long term investment e.g. at least five years, and the following sources of funds are allowed to be invested.</p> <table><tr><td>EExx</td><td>Specific Central Reserves</td><td>Ixxx</td><td>Specific Endowments</td></tr><tr><td>EFxx – EXxx</td><td>General Donations</td><td>Jxxx</td><td>HEFCE Initiatives</td></tr><tr><td>Fxxx</td><td>Specific Reserves</td><td>Kxxx</td><td>Trust Funds</td></tr><tr><td>Hxxx</td><td>Specific Donations</td><td>Pxxx</td><td>Funds for Land & Buildings</td></tr></table>	EExx	Specific Central Reserves	Ixxx	Specific Endowments	EFxx – EXxx	General Donations	Jxxx	HEFCE Initiatives	Fxxx	Specific Reserves	Kxxx	Trust Funds	Hxxx	Specific Donations	Pxxx	Funds for Land & Buildings
EExx	Specific Central Reserves	Ixxx	Specific Endowments														
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Fxxx	Specific Reserves	Kxxx	Trust Funds														
Hxxx	Specific Donations	Pxxx	Funds for Land & Buildings														
8. Other Investments	Generally not held by Departments																
9. Total	The overall financial position of that account for the current year, being the sum of the investments, the brought forward balances and the current year's surplus or deficit.																
Columns 10-11	Reconciliation back to UFS																
	Please ignore these columns – remove from output by ticking Hide Memorandum Fields																
Columns 12	Revaluation in Year																
	The investment return for the current financial year (positive or negative). NB: The purchase of CUEF units during the current year, and the revaluation thereof, affects the calculation of column 5.																