



FMMI – Funds Management

FUND Center Master Data Template



Purpose: To create a Funds Center

Requestor Information	
Name	
Date	
Agency	
Phone Number	

Remedy Ticket Details	
Ticket Number	
Action	Add: _____ Change: _____ Inactivate: _____

Additional Information: Perform this procedure when an agency is restructured, or a new entity has been identified within an agency.

Fund Center Master Data Elements									
FM Area	Funds Center	Name (20 Characters Max)	Valid From	Valid To	Description	Authorization Group	Company Code	Business Area	User Name
USDA							USDA		
USDA							USDA		
USDA							USDA		

Address TAB has the below fields to be filled in.

Name	From:	To:
2 nd Line		
3 rd Line		
4 th Line		
Street		
PO Box		
City		
Post Code		
District		
PO Box PCD		
Country		
Region		



FMMI – Funds Management FUND Center Master Data Template



FM Area: An FM area is an organizational unit which plans, controls and monitors funds and commitment budgets.

Funds Center: A Funds Management Master Data element within FMMI that encompasses organizational entities used to distribute budget and funding. It is linked to Cost Centers. Funds Centers are used to track and manage budget.

Name: Name denotes the actual name of the master data element with more detail than the initial screen field. **(Must be 20 characters or less)**

Company Code: The company code is an organizational unit within financial accounting.

Valid From: Valid from denotes the date when the master data element will be valid from. The master data element is valid up to the “Valid From” date. **Valid To:** Valid to denote the date when the master data element will no longer be considered valid. The master data element is valid up to the “Valid To” date.

Description: Description denotes a more detailed description of the master data element.

Authorization Group: Access for a user to perform specific transactions and to display information. Authorizations are assigned to user log-on IDs.

Business Area: An organization unit of financial accounting that represents a separate area of operations or responsibilities within an organization and to which the value changes recorded in financial accounting can be allocated.

User Name: User name of the person responsible for the funds center.

Note: Please refer to **Create Funds Center OLHP** or the **Change Funds Center OLHP** for step-by-step instructions on this procedure.