

Full Account Hierarchy

Fund → Function → Agency → Service → Sub-Service → Location → PSC → Sub-Fund → Object → Project

Example Account

1210-60-62-625-6250-0000-00000-12111-53140-71012

Segment	Segment Classification	Segment Order	Segment Name
1210	Fund		Community Development Grants
60	Function	Segment 2	Conservation & Development
62	Agency	Segment 3	Community Development
625	Service	Segment 4	Overall Program Administration
6250	Sub-Service	Segment 5	CD Division 26 Program Admin
0000	Location	Segment 6	Undefined
00000	PSC	Segment 7	Undefined
12111	Sub-Fund	Segment 8	CD Regular Program Income
53140	Object		Hardware Supplies
71012	Project		2012 Community Development Block Grant

Org Codes

Below are the general numbering conventions behind org codes, there can be exceptions.

1. General Fund (Fund 1100)
 - a. The General Fund primarily uses five digit org codes where the first two digits are the agency, the middle digit is the service, and the last two are the subservice.
 - b. Example of Finance Department’s org codes:

Org Code	Agency	Service	Subservice
15100	Finance	Accounting	
15110	Finance	Accounting	Payroll
15111	Finance	Accounting	Purchasing
15200	Finance	Budget & Program Mgmt	
15230	Finance	Budget & Program Mgmt	Internal Audit
15300	Finance	Risk Management	
15400	Finance	Admin Support	

- c. Eight digit org codes likely use the last three digits as a location in addition to the regular org
 - i. Example: 14100601 (Common Council District 1)

2. Non-General Fund Funds
 - a. Enterprise Funds (e.g., Metro)
 - i. Usually five or eight digits and usually follows the same convention as the general fund—agency → service → subservice and the last three digits on an eight digit org code specifies a location.
 1. Example: 82170561 (PU GARAGE DLY VISITOR CAP SQ N)
 - a. 82 – Parking Utility
 - b. 1 – Garage Parking
 - c. 70 – Daily Visitor
 - d. 561 – Cap Square North Garage
 - b. Non-Enterprise Funds (e.g., Grants or Loans)
 - i. Usually six or eight digits. It depends on the fund, but it usually goes either (1) fund → function → sub-service or location or (2) fund → agency → sub-fund or location.
 1. Example: 12306214 (CAPITAL REVOLVING LOAN)
 - a. 1230 – Loans Fund
 - b. 63 – Economic Development Division
 - c. 13 – Capital Revolving Loan
 - c. Agency Specific Funds (e.g., Library or Community Development Grants)
 - i. Usually five or eight digits and usually follows the same convention as the general and enterprise funds: agency → service → subservice → location or sub-fund (eight digit org)

