ABAs
• The difference:

- **ABA**
  - Move funds or budgets
  - Budget Office

- **IDT**
  - Move specific revenue or expense transactions
  - Financial Reporting

- Selecting an account

  - **FROM:**
    - Budgetary Chartstring – REVENUE
      - Enter the 4XXXX or 6XXXX account
    - Budgetary Chartstring – EXPENSE
      - Enter the D-Level Account
    - Non-Budgetary or Project Chartstrings
      - Enter 70001

  - **TO:**
    - Budgetary Chartstring – REVENUE
      - Enter the 4XXXX or 6XXXX account
    - Budgetary Chartstring – EXPENSE
      - Enter the D-Level Account
    - Non-Budgetary or Project Chartstrings
      - Enter 70063

- Permanent vs One-Time Transfers
  - Applies to Budgetary chartstrings only
  - Permanent Funds are permanently transferred to a new chartstring
  - One-Time – Funds are not permanently transferred