Foundation Data Model (FDM)
Introduction to Terminology and Conventions

WSU will use new, standardized naming conventions to replace accounting code strings and maximize the value of Workday's advanced search and reporting capabilities. Learn more at modernization.wsu.edu/foundation-data-model.

Worktag Type	Definition	Convention
Assignee	Links a specific person within the University to revenues and expenses. Example: principal investigator.	AS12345
Cost Center	Identifies financial responsibility at a level similar to departments or units in legacy systems. Cost centers should have manager/director oversight, operate at $250K annually in expense, include employee salaries, and generally have multiple gifts, grants and/or programs associated with them.	CC1010
Expense Item	Identifies the transactional detail on spend authorizations and expense reports. Examples include: lodging, per diem, and other travel related expenses.	N/A
Function	Identifies the NACUBO functional classification such as instruction, research, or public service.	FN100
Fund	Identifies the type of funds used in a transaction, such as general, designated, auxiliary, agency, capital, or loan.	FD100
Gifts	Identifies a contribution of funds, typically with usage restrictions and requiring stewardship reporting. Examples include current-use gifts and endowments.	GF000001
Grant	Assigned to sponsored projects to track budget, revenue, and expenditures.	GR00123456
Ledger Account	Used to classify revenues and expenses for financial reporting. Operating budgets are maintained at this level.	1234
Location	Identifies the location of a worker, asset, or transaction, including county, building, floor, and room.	N/A
Program	Used to track expenses, revenues, and funding within a cost center that is not a gift, grant, or project.	PG12345678
Project	Identifies a specific activity within a cost center with a defined end date. Example: capital project.	PR00012345
Region	Identifies with which campus (Everett, Global, Spokane, Tri-Cities, Pullman, or Vancouver) a transaction is affiliated.	RG01
Revenue Category	Identifies the type of revenue on operational transactions. Examples include: sales and services, tuition, and course fees.	RC0011
Spend Category	Identifies the type of expense on operational transactions. Examples include: postage/shipping, consulting, office supplies, and lab supplies.	SC12345
Alternate Reporting	Used in unique business situations to support specialized reporting not accomplished by existing FDM attributes.	AF1234

Modernization Initiative
WASHINGTON STATE UNIVERSITY