

FUNDRIVER WEB APPLICATION – USER INSTRUCTIONS

Fundriver is maintained by Foundations Accounting & Investments (FAI). All questions about endowment administration, including financial information and fund documentation, should be directed to FAI.

Endowments are invested using a “pooled” concept, meaning they are combined with other endowments in an investment pool. In order to allocate investment earnings to individual endowments, a method of unitization is needed (similar in concept to a mutual fund). FAI uses a software package called Fundriver to provide for this unitization.

A short training video about Endowment Unitization is available [here](#).

Fundriver may be used by NC State personnel to obtain information about endowments, including endowment market values, gift agreements, and other fund information. Endowment market values are made available quarterly in Fundriver.

ENTITIES

Endowment information is available for all FAI managed entities, to include the NC State Endowment Fund, Alumni Association, NCSU Foundation, and college-based Foundations.

FAI does not maintain endowment information for the Student Aid Association/Wolfpack Club.

ACCESS

Fundriver access is limited to individuals who utilize Fundriver in regular business activities. This most often includes College/Unit/Foundation Business Offices, Finance Division personnel and University Advancement personnel. Faculty should work with their respective business offices to retrieve financial information related to specific endowments.

Access to Fundriver for appropriate individuals may be requested through the [Systems Reporting Tools](#) page of FAI’s website.

FAI will regularly review users to determine if access rights should be terminated. Please notify FAI of any users for whom access should be terminated (i.e. change in role, change in job duties, separation from the University, etc.)

HELP/SUPPORT

Refer to these instructions for navigating Fundriver. Do not use the “Help” button in Fundriver, as our database is highly customized. These instructions are created specifically for our customized database.

If specific support is needed, contact Chris Lemons in FAI for assistance at cmlemons@ncsu.edu or 3-7133.

CONFIDENTIALITY POLICY

By accessing Fundriver, you are agreeing that all records available in Fundriver will be held confidential and accessed/used for official NC State business purposes only. Fund documentation should not be used outside of official University business.

LOGIN

Once you have been granted access by FAI, the following link may be used to access Fundriver. If clicking the link does not work, please copy & paste it into your browser:

<https://readonlyaccess.fundriver.com/ssocommon/ssoncst.aspx>

It may be beneficial to bookmark this page. Copy & paste the link above directly into the bookmark; do not bookmark the site you are directed to, as it may cause Stale Request error messages through Shibboleth Single Sign On.

This link will direct you to the NC State Shibboleth Single Sign On login screen. You may log in using your NC State Unity ID & password.

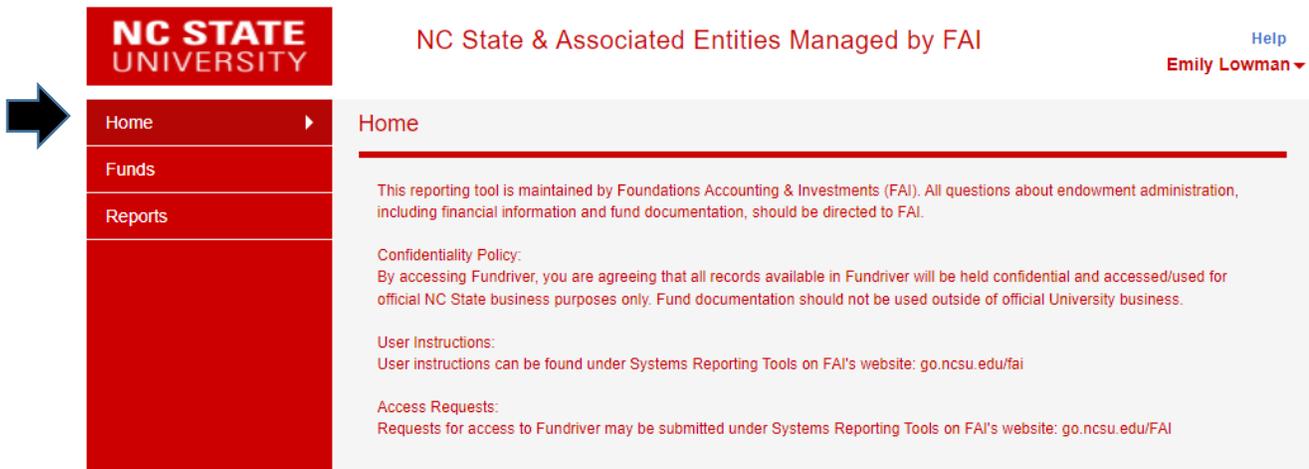
USING FUNDRIVER

Navigation

The menu bar on the left side of the screen should be used to navigate the system, depending on your specific needs.

Home Screen

After logging in, you will land on the home screen. On the home screen, you will find any important announcements as well as our confidentiality policy for use of Fundriver.



NC STATE UNIVERSITY

NC State & Associated Entities Managed by FAI

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Emily Lowman ▾

Home

Funds

Reports

Home

This reporting tool is maintained by Foundations Accounting & Investments (FAI). All questions about endowment administration, including financial information and fund documentation, should be directed to FAI.

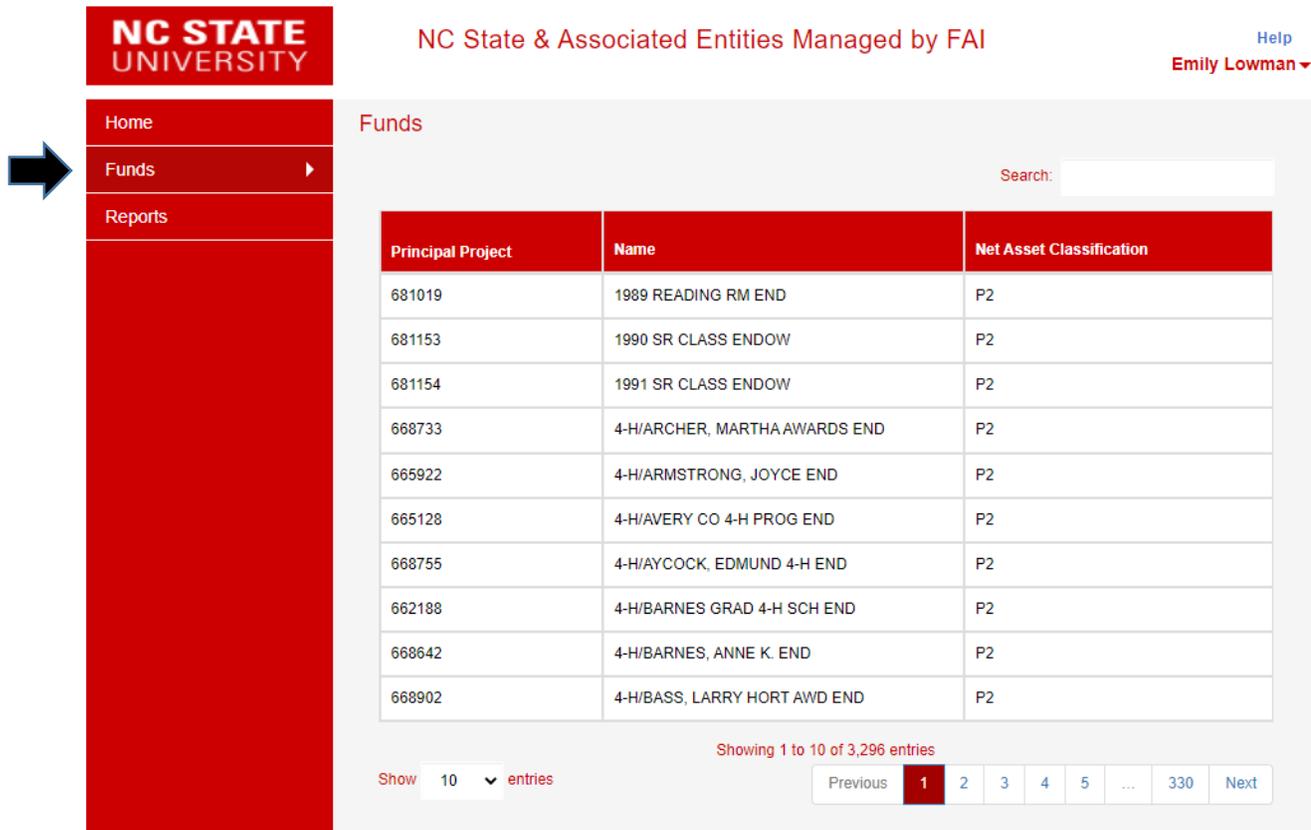
Confidentiality Policy:
By accessing Fundriver, you are agreeing that all records available in Fundriver will be held confidential and accessed/used for official NC State business purposes only. Fund documentation should not be used outside of official University business.

User Instructions:
User instructions can be found under Systems Reporting Tools on FAI's website: go.ncsu.edu/fai

Access Requests:
Requests for access to Fundriver may be submitted under Systems Reporting Tools on FAI's website: go.ncsu.edu/FAI

Funds

The Funds navigation tab leads to the funds landing page.



NC STATE UNIVERSITY

NC State & Associated Entities Managed by FAI

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Funds

Search:

Principal Project	Name	Net Asset Classification
681019	1989 READING RM END	P2
681153	1990 SR CLASS ENDOW	P2
681154	1991 SR CLASS ENDOW	P2
668733	4-H/ARCHER, MARTHA AWARDS END	P2
665922	4-H/ARMSTRONG, JOYCE END	P2
665128	4-H/AVERY CO 4-H PROG END	P2
668755	4-H/AYCOCK, EDMUND 4-H END	P2
662188	4-H/BARNES GRAD 4-H SCH END	P2
668642	4-H/BARNES, ANNE K. END	P2
668902	4-H/BASS, LARRY HORT AWD END	P2

Showing 1 to 10 of 3,296 entries

Show 10 entries

Previous 1 2 3 4 5 ... 330 Next

The Funds landing page lists all endowment funds held by NC State and Associated Entities managed by FAI.

Sort: This page defaults to sorting the funds in alphabetical order by name. Clicking on the Principal Project header will sort the list by principal project number. Clicking on the Name header will sort the list by Name.

(Ignore the Net Asset Classification column. That is an accounting code that cannot be removed from the Funds landing page at this time.)

Search: The search box in the top right corner can be used to search the list of funds. You may search using any part of the Principal Project ID or the endowment name as it reads in Fundriver. For example, if you are searching for the Mr. Wuf Extraordinary Opportunity Scholarship Endowment, searching “Wuf” or “Extra” would return that fund.

Carefully review the endowment name and principal project to ensure you select the correct fund, as there may be multiple funds with similar names.

Click on any principal project or name to view detailed information for that fund.

Fund Summary

The Fund Summary displays when a fund is selected.



NC State & Associated Entities Managed by FAI

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Fund Summary

[Return to Funds list](#)

[Print Summary](#)

FUND INFORMATION

Fund Name :	BEAM FAMILY ENDOWMENT	Benefiting Unit :	L - Library
Principal Project :	662113	Department :	250101
Income Project :	662112	Entity :	NCSU Fdn
Advance Allocation :	149638	BTE :	No
Purpose :	Other		
Advance Purpose :	Library		
FY23 Programmatic Spending Budget :	\$1,060.00		

Note: The above budget is calculated per the endowment spending policy and may differ from actual amounts withdrawn. Please refer to WRS for actual available spending balances.

CURRENT VALUES AS OF 9/30/2021

Market Value :	\$36,612.87	Corpus :	\$15,043.89
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Print Date: 2/2/2022 3:32:28 PM

Documents For Selected Fund

File	Category	Description
662113-NCSU-NFR.pdf	New Fund Requests	
662113-NCSU-Legal Doc.pdf	Legal Documents	

Fund Information: The Fund Information page displays an array of attributes about the endowment fund, including which entity the fund is held in and which campus college/unit benefits from the fund.

Current Values as of XX/XX/XXXX: This section provides high level financial information about the fund as of the most recent quarter end for which information is available.

- Market Value: Total invested value of the fund
- Corpus: Total donor gifts to fund

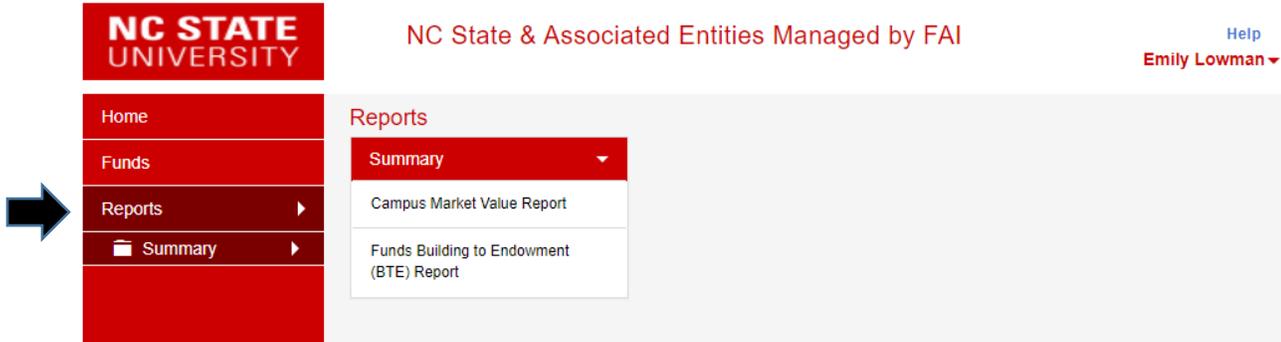
Documents: This section links documents specific to this fund. It will usually include the Gift Agreement as a “Legal Document” and may include other documentation such as new fund request/CFR documentation. You may click on these documents to download and view them. All documents are confidential and should not be used outside of official University business.

Any questions about fund administration, financial information, or documentation should be directed to FAI.

Reports

Reports are available to run that summarize information across all endowments. This will include all endowments invested in the long-term pool for all entities managed by FAI.

To run a report, click on Reports → Summary, then select the appropriate report name.



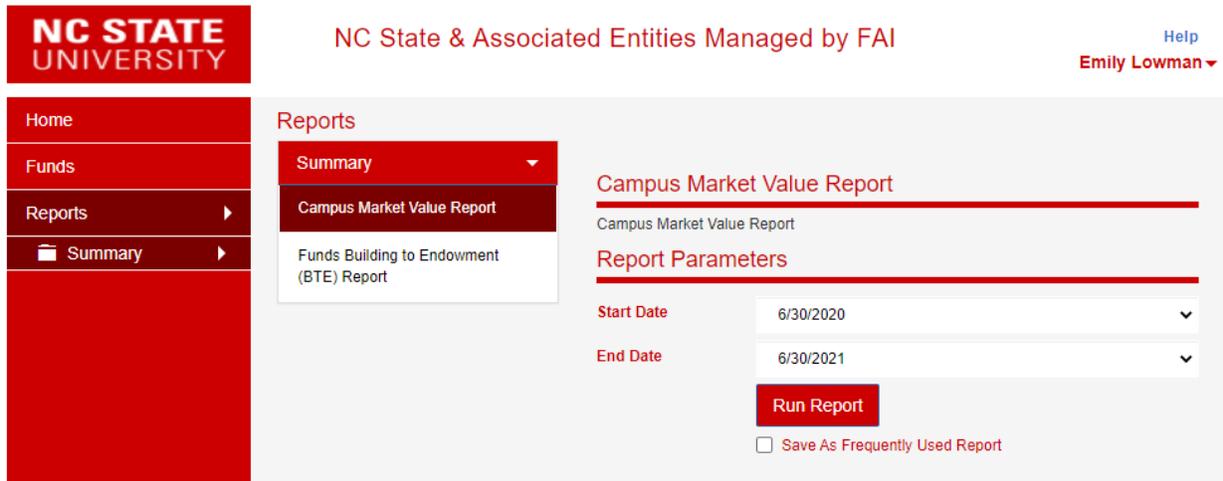
The screenshot shows the top navigation bar with the NC State University logo, the title "NC State & Associated Entities Managed by FAI", and a user profile for "Emily Lowman". A left-hand navigation menu is open, with "Reports" selected. A dropdown menu is visible under "Reports", showing "Summary" as the selected option. Below "Summary", two report options are listed: "Campus Market Value Report" and "Funds Building to Endowment (BTE) Report". A black arrow points to the "Reports" menu item.

Campus Market Value Report

This report may be ran for any period of time between quarter ends. Click on the report name, then choose your parameters – see image below.

This report will display endowment market values for all endowments as of the start and end dates selected, and a summary of fund financial/investment activity between those two dates.

For example, to run a report for Fiscal Year 2021, you would select the following parameters:



The screenshot shows the "Campus Market Value Report" page. The "Report Parameters" section is visible, with "Start Date" set to 6/30/2020 and "End Date" set to 6/30/2021. A red "Run Report" button is present, along with a checkbox for "Save As Frequently Used Report".

Click run report.

The report will generate in a new tab. You can navigate through this report using the page arrows or by searching in the top bar.

NC State & Associated Entities Managed by FAI														
Campus Market Value Report														
For the period 07-01-2020 through 06-30-2021														
Entity	Benefiting Unit	Department	Principal Project	Income Project	Advance Allocation	Purpose	BTE	Fund Name	Beginning Principal (Market Value)	Net Investment Activity	Gifts & Other Additions	Programmatic Spending Withdrawals	Assessment Withdrawals	Ending Principal (Market Value)
Ag Fdn	A - Agriculture/Life Sciences	110110	660370	660371	010292	Undergraduate Support	No	AUMAN ENDOWED SCH	151,050.95	59,490.13	2,400.00	(5,415.00)	(1,690.00)	205,836.08
Ag Fdn	A - Agriculture/Life Sciences	110820	660373	660360	019048	Other	No	DOBROGOSZ/BIOGAIJA END	35,350.64	14,359.56	6,000.00	(1,265.00)	(395.00)	54,050.20
Ag Fdn	A - Agriculture/Life Sciences	111801	660378	663754	014093	Graduate Support	No	NIMOCKS, DAVID END	488,162.88	190,911.54	7,480.00	(17,505.00)	(5,460.00)	663,589.42
Ag Fdn	A - Agriculture/Life Sciences	110110	660386	663640	013015	Undergraduate Support	No	MADDOX, JAMES G. END	39,961.05	15,568.05	500.00	(1,430.00)	(445.00)	54,154.10
Ag Fdn	A - Agriculture/Life Sciences	110110	660389	663205	010295	Undergraduate Support	No	MARTIN END SCH	94,568.75	36,842.18	0.00	(3,390.00)	(1,055.00)	126,965.93
Ag Fdn	A - Agriculture/Life Sciences	117835	660394	660393	010359	Undergraduate Support	No	CES/JOHNSTON CO LIVESTOCK END	65,433.70	25,491.72	0.00	(2,345.00)	(730.00)	87,850.42
Ag Fdn	A - Agriculture/Life Sciences	117835	660396	660395	010357	Other	No	FARM & HOME TRAD END	27,067.49	10,544.98	0.00	(1,210.00)	(300.00)	36,102.47
Ag Fdn	A - Agriculture/Life Sciences	110110	660402	660388	010361	Undergraduate Support	No	BEASLEY BIO & AG END	24,529.97	9,556.41	0.00	(875.00)	(270.00)	32,941.38
Ag Fdn	A - Agriculture/Life Sciences	111801	660403	660397	010360	Graduate Support	No	CLAYTON GRAD RES END	74,797.58	29,149.51	100.00	(2,680.00)	(835.00)	100,532.09
Ag Fdn	A - Agriculture/Life Sciences	110110	660431	660430	019053	Undergraduate Support	No	HARVEY SCH END	72,857.45	28,383.86	0.00	(2,610.00)	(815.00)	97,816.31
Ag Fdn	A - Agriculture/Life Sciences	110701	660440	660436	010370	Undergraduate Support	No	ZZ-INACTIVE-SMITH ANIMAL SCI END	0.00	0.00	0.00	0.00	0.00	0.00
Ag Fdn	A - Agriculture/Life Sciences	112420	660453	660452	069038	Undergraduate Support	No	4-H/MITCHELL CO END SCH	28,762.64	11,205.39	0.00	(1,030.00)	(320.00)	38,618.03
Ag Fdn	A - Agriculture/Life Sciences	110110	660456	660441	019054	Undergraduate Support	No	JENKINS, BOB SCH END	365,948.82	143,525.90	5,000.00	(13,120.00)	(4,095.00)	497,259.72
Ag Fdn	A - Agriculture/Life Sciences	110110	660457	660442	010374	Undergraduate Support	No	THOMAS, FRANK ENDOW	352,082.94	137,164.83	0.00	(12,625.00)	(3,940.00)	472,682.77
Ag Fdn	A - Agriculture/Life Sciences	110110	660458	663692	014079	Undergraduate Support	No	TILLEY, ROBERT END	362,324.45	141,154.73	0.00	(12,990.00)	(4,055.00)	486,434.18
Ag Fdn	A - Agriculture/Life Sciences	110110	660459	663200	013026	Graduate Support	No	TCNC EAGLES AWARD END	67,148.53	26,159.79	0.00	(2,405.00)	(750.00)	90,153.32
Ag Fdn	A - Agriculture/Life Sciences	113710	660472	660444	010376	Other	No	CES/BRITT, LOIS END	35,745.19	13,925.64	0.00	(1,600.00)	(400.00)	47,670.83
Ag Fdn	A - Agriculture/Life Sciences	110301	660491	660270	019028	Other	No	KRIZ FACULTY ENDOW	288,619.01	113,419.83	10,000.00	(10,350.00)	(3,230.00)	398,458.84
Ag Fdn	A - Agriculture/Life Sciences	110199	660492	662780	N/A	General	No	OPERATING CASH END	4,421,832.43	1,722,661.85	0.00	(158,580.00)	0.00	5,985,914.28
Ag Fdn	A - Agriculture/Life Sciences	110110	660507	660398	010362	Undergraduate Support	No	QUAY WILDLIFE END	101,817.50	39,744.11	750.00	(3,650.00)	(1,135.00)	137,526.61
Ag Fdn	A - Agriculture/Life Sciences	110110	660515	660513	010436	Other	No	LAMM CROP SCI ENDOW	23,492.68	9,207.01	350.00	(840.00)	(260.00)	31,949.69
Ag Fdn	A - Agriculture/Life Sciences	110110	660523	660522	011008	Undergraduate Support	No	LONG, L. SCH END	80,072.40	31,194.67	0.00	(2,870.00)	(895.00)	107,502.07
Ag Fdn	A - Agriculture/Life Sciences	111801	660525	663202	014036	Graduate Support	No	PLANT PATHOLOGY GRAD RES - END	21,730.73	9,082.53	6,296.45	(775.00)	(240.00)	36,094.71
Ag Fdn	A - Agriculture/Life Sciences	111801	660526	660336	019040	Other	No	DUKE, M. MEM END	39,512.71	15,393.41	1,000.00	(1,415.00)	(440.00)	54,051.12
Ag Fdn	A - Agriculture/Life Sciences	111101	660534	660275	010314	Other	No	HAMMANN, DON MEM END	28,786.65	11,214.73	0.00	(1,030.00)	(320.00)	38,651.38
Ag Fdn	A - Agriculture/Life Sciences	111501	660541	660540	010450	Other	No	DPT HORT SC ENGLAND WRKSTD	110,834.08	43,178.83	0.00	(3,970.00)	(1,240.00)	148,802.91
Ag Fdn	A - Agriculture/Life Sciences	110110	660543	660542	010452	Undergraduate Support	No	DAVIS SCH ENDOWMENT	191,856.46	74,743.65	0.00	(6,880.00)	(2,145.00)	257,575.11
Ag Fdn	A - Agriculture/Life Sciences	110110	660546	660505	019070	Undergraduate Support	No	SMITH FIT/SHOW SCH END	129,969.46	50,643.42	100.00	(4,660.00)	(1,450.00)	174,602.88
Ag Fdn	A - Agriculture/Life Sciences	110110	660547	660504	019071	Undergraduate Support	No	GRANVILLE CO CCTL ENDOW	20,804.07	8,104.87	0.00	(745.00)	(230.00)	27,933.94

Report Date: 02-10-2022

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It is often best to export the report to Excel in order to search and manipulate the data as needed. See “Exporting to Excel” at the end of these instructions.

Reminder: This report includes all endowments in FAI-supported entities, so some level of manipulation & analysis is needed to identify endowments relevant to your unit.

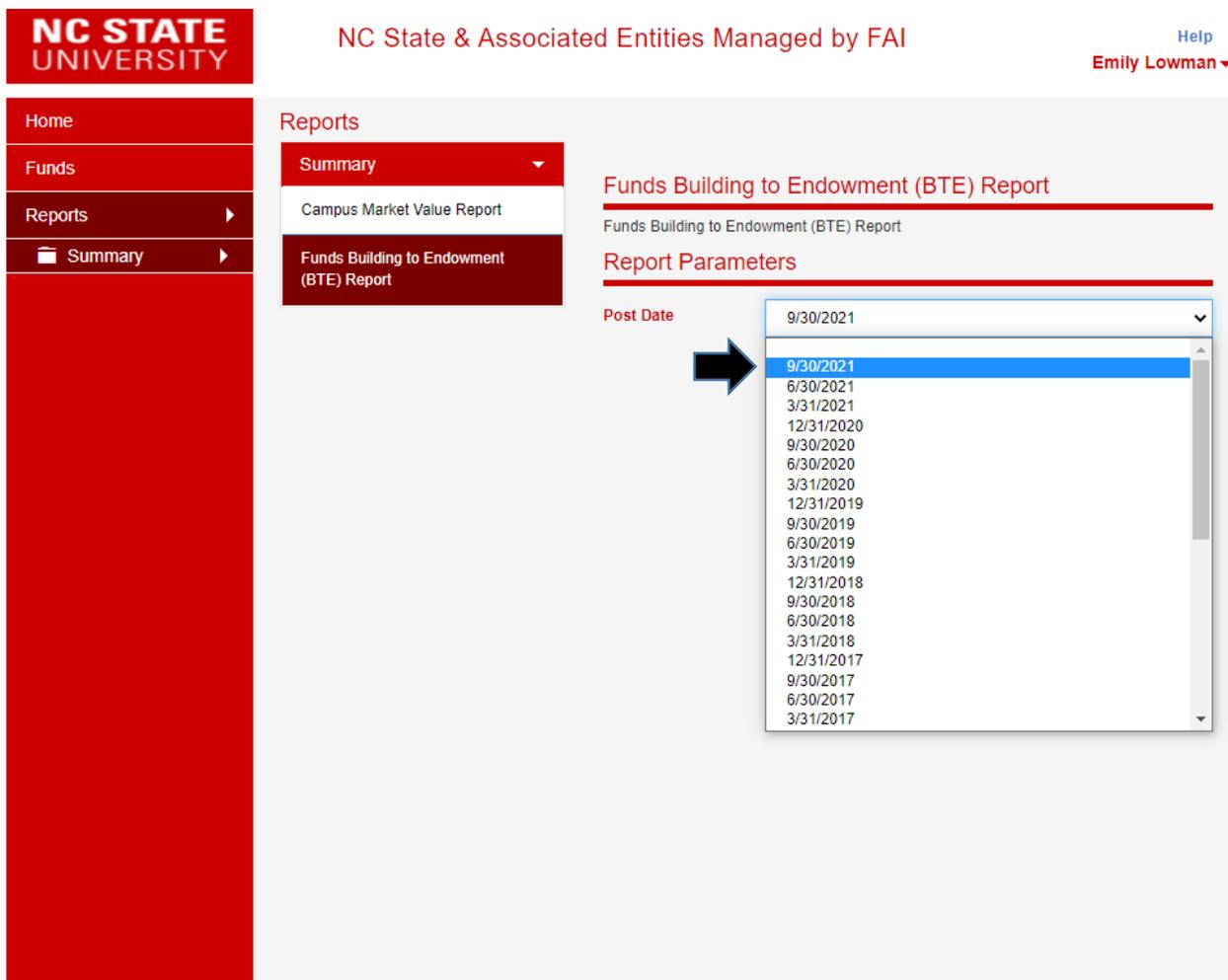
Funds Building to Endowment (BTE) Report

This report provides a list of funds that are invested in the long-term pool but are still building to endowment level, known as BTEs.

This report should only be ran as of the most recent quarter end available in the system. The report options will allow you to run it as of any quarter end, but only the most recent quarter end will provide an accurate listing of funds building to endowment with accurate financial data. (This is a system limitation that we are currently trying to resolve. We will update the report and these instructions if Fundriver is able to develop a resolution.)

For financial information as of any other quarter end, the campus market value report should be used. Funds are identified as BTEs on that report under the column titled "BTE."

See the following image for how to run a BTE report. In this example, the report should only be ran as of 9/30/2021, because that is the most recent quarter end available.



The screenshot shows the NC State University FAI system interface. The top navigation bar includes the NC State University logo, the text "NC State & Associated Entities Managed by FAI", and a user profile for "Emily Lowman". The left sidebar contains navigation links for "Home", "Funds", "Reports", and "Summary". The "Reports" section is expanded, showing "Summary", "Campus Market Value Report", and "Funds Building to Endowment (BTE) Report". The main content area displays the "Funds Building to Endowment (BTE) Report" configuration page. The "Report Parameters" section is visible, with the "Post Date" dropdown menu open, showing a list of dates from 3/31/2017 to 9/30/2021. The date 9/30/2021 is selected and highlighted in blue. A black arrow points to the selected date.

Click run report.

The report will generate in a new tab. You can navigate through this report using the page arrows or by searching in the top bar. *(Please note, this report may take a few minutes to generate.)*

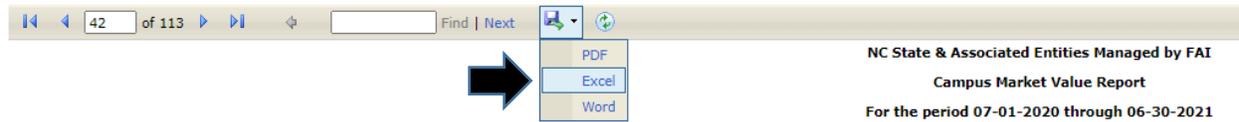
NC State & Associated Entities Managed by FAI						
Funds Building to Endowment (BTE) Report						
For Period Ending: 09-30-2021						
Entity	Principal Project	Advance Allocation	Fund Name	Building Period End Date	Minimum Endowment Level	Corpus
Ag Fdn	664932	011454	FFA/TART FAM PARLIAM END	06-20-2017	25,000.00	15,000.00
Alumni Assoc	665172	036047	CAL-WARD CALD SCH END #2	08-26-2020	100,000.00	44,542.95
Endowment Fund	774323	029291	LEAZAR DIST PROF #2 - PRIN	05-12-2018	2,167,000.00	1,590,109.89
Endowment Fund	774397	029366	ADAMS DIST PROF MAE - PRIN	02-26-2020	1,001,000.00	667,000.00
Endowment Fund	774404	029372	FUTRELL DIST PROF #2-PRIN	06-20-2022	1,001,000.00	500,000.00
Endowment Fund	774405	029374	LAMPE DIST PROF #4-PRIN	02-26-2020	1,001,000.00	667,000.00
Endowment Fund	774407	029378	ZIA DIST PROF-PRIN	08-18-2020	1,000,000.00	666,000.00
Endowment Fund	774408	029380	HASSAN DIST PROF -PRIN	06-03-2021	1,001,000.00	667,000.00
Endowment Fund	774412	029384	GARTMAN FAMILY DIST PROF - PRIN	03-13-2023	1,000,000.00	539,999.71
Endowment Fund	774414	029404	STUBER DIST PROF -PRIN	06-03-2021	1,000,000.00	666,866.00
Endowment Fund	774416	029408	AXTELL VET ENTOMOLOGY END	05-17-2023	25,000.00	17,583.20
Endowment Fund	774432	029434	OWENS CHAIR INTL ECON-PRIN	12-11-2019	2,667,000.00	2,000,000.00
Endowment Fund	774434	029438	GOODNIGHT CHAIR OP RES-PRIN	02-26-2020	2,667,000.00	2,000,000.00
Endowment Fund	774435	029440	GOODNIGHT DP COASTAL RES-PRIN	02-26-2020	1,500,000.00	1,000,000.00
Endowment Fund	774436	029442	GOODNIGHT DP MOLECULAR-PRIN	02-26-2020	1,500,000.00	1,000,000.00
Endowment Fund	774437	029444	GOODNIGHT DP ARCHITECTURE-PRIN	02-26-2020	1,500,000.00	1,000,000.00
Endowment Fund	774438	029446	HENDERSON DIST PROF - PRIN	02-26-2020	1,500,000.00	1,000,000.00
Endowment Fund	774439	029448	GOODNIGHT DP AG ANALYTICS-PRIN	02-26-2020	1,500,000.00	1,000,000.00
Endowment Fund	774440	029450	GOODNIGHT DP SECURITY SCI-PRIN	02-26-2020	1,500,000.00	1,000,000.00
Endowment Fund	774444	029456	TERRY DIST PROF COMP MED-PRIN	08-25-2020	1,500,000.00	1,000,000.00
Endowment Fund	774445	029458	GRANT DIST PROF COTTON-PRIN	12-07-2020	2,000,000.00	1,333,000.00
Endowment Fund	774446	029460	QUATTLEBAUM DIST CHAIR - PRIN	04-13-2021	2,667,000.00	2,000,000.00
Endowment Fund	774447	029462	ZIA FAMILY DIST PROF	12-17-2020	1,000,000.00	200,000.00
Endowment Fund	774448	029464	HOOKS DIST PROF MSE	06-03-2021	1,001,000.00	667,776.00
Eng Fdn	663862	059758	GARDNER, C.A. GRAD AWD END	05-11-2017	25,000.00	24,018.00
Eng Fdn	667793	054249	CALLANAN GRAD FELLOW END	12-05-2024	150,000.00	100,000.00
Eng Fdn	668473	054344	SMALLWOOD STU AWARD CCEE	12-31-9999	150,000.00	50,000.00
NCSU Fdn	664949	149808	WARD ATHLETIC SCH #2 END	12-31-9999	100,000.00	60,000.00
NCSU Fdn	667448	147210	REMMY FAMILY GOLF SCH END	10-23-2023	250,000.00	153,608.00

It is often best to export the report to Excel in order to search and manipulate the data as needed. See "Exporting to Excel" at the end of these instructions.

Reminder: This report includes all endowments in FAI-supported entities, so some level of manipulation & analysis is needed to identify endowments relevant to your unit.

Exporting to Excel

It is often best to export reports to Excel in order to search and manipulate the data as needed. This can be done by clicking the floppy disk image drop down and selecting Excel.



The report will export to Excel.

Once in Excel, you may find it helpful to add filters to the report, which you can then use to sort & filter based on any of the attributes of the report (i.e. College, Benefiting Unit, Department, or purpose). Inserting PivotTables can also be helpful for high-level analysis by Entity, Benefiting Unit, Department, and/or purpose.