

## Choosing a Functional Classification for Operating Projects

Each University organization has been assigned one of the twelve specific functional classifications, or the classification "multi." The assignment is based on the nature of the organization's activities. To find the classification for a particular organization:

1. Locate the University division to which the organization belongs in the Table of Contents of the left frame. (The division name appears as a hypertext link.)
2. Click on the division name in the left frame. The functional classification assigned to organizations in the division displays in the right frame.
3. If specific organizations within the division have functional classifications different from the rest of the division, they are listed under the heading "Exceptions."

If...	Then...
the organization has been assigned a specific functional classification	<ul style="list-style-type: none"> <li>the operating projects owned by that organization normally have that same functional classification.</li> </ul>
the organization has been assigned the classification "multi"	<ul style="list-style-type: none"> <li>its operating projects must be assigned their classifications individually based on the nature of the project.</li> <li>Activities that involve more than one functional classification must be organized as more than one project.</li> </ul>

**NOTE:** You do not need to specify a classification for sponsored projects; the classification will be assigned by the Grants and Contracts Administration Office appropriate to your location (UGCA or YSM AM).

Division	Functional Classification
All orgs with Building Indicator=Y	Facilities
<b>Exceptions:</b>	
NHUP University Properties	Institutional External Affairs
LAWDEV GIFT orgs	Institutional External Affairs

Division	Functional Classification
Academic Services Division	Academic Support
<b>Exceptions:</b>	
ACSCLS Ctr of Lang.Study Dept.	Multi
ACSCR Cooperative Research Dept.	Research Support
ACSEHS Env. Health & Safety	Research Support
ACSEOP Equal Opp. Progs. Dept.	Administration
ACSEPE EPE Program	Multi
ACSGCA Grant & Contract Admin.	Research Support
ACSIR Institutional Research	Research Support
ACSNHT Yale-New Haven Teachers Inst.	Education
ACSPRV Provost Admin.	Administration
ACSUFA Univ. Financial Aid-Loan	Student Life & Services
ACSWs College Work Study	Student Life & Services
ACSYR Yale Review	Other Scholarly Activities

Division	Functional Classification
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**Project Functional Classification Rules**

Agency Division Institutional External Affairs

**Exceptions:**

None

**Division**

Athletics Division

**Exceptions:**

ATHADM Finance & Admin.  
 ATHALM Alumni Affairs  
 ATHDIR Athletic Director  
 ATHFAC Athletic Facil.-org 903003  
 ATHFAC Athletic Facil.-org 907027  
 ATHFAC Athletic Facil.-org 904001  
 ATHFAC Athletic Facil.-org 907002  
 ATHMKT Athletic Marketing  
 ATHREC Recreation (revenue)  
 ATHREC Recreation Support

**Functional Classification**

Student Life & Services

Administration  
 Institutional External Affairs  
 Administration  
 Facilities  
 Facilities  
 Public Services  
 Administration  
 Public Services  
 Public Services  
 Administration

**Division**

FAS Division

**Exceptions:**

FASADM FAD Dept. Admin.  
 FASALM Alumni Relations  
 FASDBS Div. Of Biol. Science Adm.  
 FASDNS Div. Of Nat. Science Adm.  
 FASDSS Div. Of Soc. Science Adm.  
 FASFIN - all except orgs 682005,  
 682101, 682103  
 FASFIN Finance & Adm.-org 682005  
 FASFIN Finance & Adm.-org 682101  
 FASFIN Finance & Adm.-org 682103  
 FASMST Council of Masters  
 FASRGS Registrar's Office  
 FASUCS Undergrad.Career Svcs.  
 FASUGA Undergrad. Admissions  
 FASYCA Admissions  
 FASYCD Yale Col.Dean -all except  
 675101, 675102  
 FASYCD Yale Col.Dean -org 675101  
 FASYCD Yale Col.Dean -org 675102  
 FASYCS Yale Col. Student Affairs

**Functional Classification**

Multi

Administration  
 Institutional External Affairs  
 Administration  
 Administration  
 Administration  
 Student Life & Services  
 Administration  
 Multi  
 Multi  
 Student Life & Services  
 Student Life & Services  
 Student Life & Services  
 Student Life & Services  
 Student Life & Services  
 Student Life & Services  
 Student Life & Services  
 Administration  
 Administration  
 Student Life & Services

**Rules for Criteria with the Value Multi:**

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

**Division**

Finance Division

**Exceptions:**

**Functional Classification**

Administration

## Project Functional Classification Rules

FINGC Sponsored Programs Finance	Research Support
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<b>Division</b> Finance Miscellaneous Division	<b>Functional Classification</b> Administration
<b>Exceptions:</b> None	

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<b>Division</b> Health Services Center Division	<b>Functional Classification</b> Student Life & Services
<b>Exceptions:</b> None	

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<b>Division</b> Human Resources Services Division	<b>Functional Classification</b> Administration
<b>Exceptions:</b> HRSASA Assoc. Student Agencies HRSSS Support Svcs.-org 974702 HRSSS Support Svcs.-org 974703	Student Life & Services Student Life & Services Student Life & Services

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<b>Division</b> Information Technology Division	<b>Functional Classification</b> Academic Support
<b>Exceptions:</b> ITSACS AV Ctr.- org 874029 ITSACS Photo Svcs.- org 874035 ITSACS TV Svcs.- org 874037 ITSAS Administrative Systems ITSDIR Director ITSDNO Data Network Operations ITSRIS Reprographic Imaging Svcs. ITSSPS Systems & Production Svc. ITSSUP Support ITSTEC Technology & Planning ITSTEL Telecommunications	Administration Administration Administration Administration Administration Administration Administration Administration Administration Administration Administration

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<b>Division</b> Institute of Sacred Music Division	<b>Functional Classification</b> Multi
<b>Exceptions:</b> None	

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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<b>Division</b>	<b>Functional Classification</b>
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## Project Functional Classification Rules

Investments Division Administration

**Exceptions:**

None

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**Division**

Library Division

**Functional Classification**

Academic Support

**Exceptions:**

None

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**Division**

Museums & Galleries Division

**Functional Classification**

Academic Support

**Exceptions:**

YMGCBABritish Art Ctr.-org 887121	Public Services
YMGCBABritish Art Ctr.-org 887603	Public Services
YMGCBABritish Art Ctr.-org 887701	Public Services
YMGCBABritish Art Ctr.-org 887731	Public Services
YMGCBABritish Art Ctr.-org 887741	Public Services
YMGPM Peabody Mus.-org 883102	Public Services
YMGPM Peabody Mus.-org 883105	Public Services
YMGYAG Yale Art Gal.-org 885008	Public Services
YMGYAG Yale Art Gal.-org 885013	Public Services
YMGYAG Yale Art Gal.-org 885017	Public Services
YMGYAG Yale Art Gal.-org 885101	Public Services

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**Division**

New Haven & State Affairs Division

**Functional Classification**

Public Services

**Exceptions:**

NHUP University Properties	Institutional External Affairs
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**Division**

Office of Development Division

**Functional Classification**

Institutional External Affairs

**Exceptions:**

None

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**Division**

Office of Facilities Division

**Functional Classification**

Facilities

**Exceptions:**

None

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**Division**

Other Finance & Admin. Division

**Functional Classification**

Administration

**Exceptions:**

None

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**Division**

**Functional Classification**

## Project Functional Classification Rules

President Office Division Administration

### Exceptions:

PRSCHP Univ. Chaplain's Office Institutional External Affairs

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## Division Functional Classification

School of Architecture Division Multi

### Exceptions:

ARCGRD Admin.-org 776001 Administration  
ARCGRD Facilities-org 776102 Facilities

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### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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## Division Functional Classification

School of Art Division Multi

### Exceptions:

None

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### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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## Division Functional Classification

School of Divinity Division Multi

### Exceptions:

DIVADM Admin.-org 688104 Administration  
DIVADM Fac. Fin.-org 688105 Administration  
DIVASA Admissions-org 688111 Student Life & Services  
DIVASA Fin. Aid-org 688112 Student Life & Services  
DIVASA Stud. Aff.-org 688113 Student Life & Services  
DIVASA Library-org 688118 Academic Support  
DIVASA Facilities-org 688235 Facilities  
DIVDEA Dean's Off.-org 688103 Administration  
DIVDEV Development-org 688109 Institutional External Affairs  
DIVDEV Grad.& Ext.Rel.-688114 Institutional External Affairs

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### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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## Division Functional Classification

## Project Functional Classification Rules

School of Drama Division Multi

### Exceptions:

DRASCH Drama Fin. Aid-o. 780102	Student Life & Services
DRASCH Drama Stu. Act.-o. 780103	Student Life & Services
DRASCH Drama Stu. Emp.- 780104	Student Life & Services
DRASCH Drama Schol. Pub.-780105	Other Scholarly Activities
DRASCH Marketing-org 780109	Public Services
DRASCH Press-org 780110	Public Services
DRASCH Audience Svcs.-780111	Public Services
DRASCH Dev.& Al. Aff.-780112	Institutional External Affairs
DRASCH Administration-o. 780114	Administration
DRASCH Drama Rep. Prod.-780120	Public Services
DRASCH Drama Rep. Prod.-780121	Public Services
DRASCH Drama Rep. Prod.-780122	Public Services
DRASCH Drama Rep. Prod.-780123	Public Services
DRASCH Drama Rep. Prod.-780124	Public Services
DRASCH Drama Rep. Prod.-780125	Public Services
DRASCH Drama Registrar-780127	Student Life & Services

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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## Division

School of Forestry & Env.Stud. Div.

### Exceptions:

FESADM Gen. Admin.-org 787001	Administration
FESADM Acad. Svcs.-org 787002	Academic Support
FESADM Admissions-org 787003	Student Life & Services
FESADM Bus. Office-org 787004	Administration
FESADM Commun.-org 787006	Administration
FESADM Comp. Svcs.-org 787007	Administration
FESADM Dean's Off.-org 787008	Administration
FESADM Fin. Aid-org 787010	Student Life & Services
FESADM Registrar's Office-787012	Student Life & Services
FESADM Stud. Support-org 787013	Student Life & Services
FESBLD Building Department	Facilities
FESCAP Cap. Projects Dept.	Facilities
FESDEV Development Dept.	Institutional External Affairs
FESLIB Library Department	Academic Support

## Functional Classification

Multi

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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## Division

School of Law Division

### Exceptions:

## Functional Classification

Multi

## Project Functional Classification Rules

LAWADM Law Administration	See below
LAWBLD Law Building Services	Facilities
LAWBLD Law Dining Hall	Student Life & Services
LAWBLD Law Building General	Facilities
LAWBLD Law Custodial	Facilities
LAWBLD Law Renovations	Facilities
LAWDEV Law Devel.-org 770401	Institutional External Affairs
LAWDEV Law Devel.-org 770402	Institutional External Affairs
LAWDEV Law Devel.-org 770403	Institutional External Affairs
LAWDEV Law Devel.-org 770404	Institutional External Affairs
LAWDEV Law Devel.-org 770405	Institutional External Affairs
LAWLIB Law Library	Academic Support
LAWADM Law Administration	Administration <b>EXCEPT:</b>
LAWADM Law Career Dev. - o.770004	Student Life & Services
LAWADM Law Fin. Aid.-org 770007	Student Life & Services
LAWADM Law Pub. Aff.-org 770009	Public Services
LAWADM Law Stud. Aff.-org 770011	Student Life & Services
LAWADM Law Stud. Jrnl.-o.770012	Student Life & Services

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

## Division

School of Management Division

## Functional Classification

Multi

### Exceptions:

SOMADM Dev. & Al. Aff. -685105	Institutional External Affairs
SOMADM Career Dev. Off. -685106	Student Life & Services
SOMADM Dean's Off. -685107	Administration
SOMADM Admissions-685108	Student Life & Services
SOMADM Stud. Aff. -org 685109	Student Life & Services
SOMADM Info. Tech.-org 685112	Administration
SOMADM Internship-org 685113	Student Life & Services
SOMADM Ext. Relations-685114	Public Services
SOMADM Fin. Aid Admin. -685115	Student Life & Services

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

## Division

School of Music Division

## Functional Classification

Multi

### Exceptions:

SMDEPT Admissions-784022	Student Life & Services
SMDEPT Development-784103	Institutional External Affairs

## Project Functional Classification Rules

SMDEPT Pub. Rel.-org 784104	Public Services
SMDEPT Fed. Work St.-784106	Student Life & Services
SMDEPT Loans-784107	Administration
SMDEPT Bldg. Ren.-org 784110	Facilities
SMDEPT Career Svcs.-784113	Student Life & Services

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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Division	Functional Classification
School of Nursing Division	Multi
<b>Exceptions:</b>	
YSNADM Gen. Admin.-org 790001	Administration
YSNADM Dean's Off. -org 790004	Administration
YSNADM Business Off. -org 790019	Administration
YSNCLN Clinical Programs	Professional Practicum
YSNRES Research	Research Support
YSNSTS Reference Rm.-org 790012	Academic Support
YSNSTS Student Affairs-org 790020	Student Life & Services
YSNSTS Computer Lab-org 790102	Academic Support

### Rules for Criteria with the Value Multi:

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.

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Division	Functional Classification
Secretary Division	Administration
<b>Exceptions:</b>	
SECAYA Assn. Of Yale Alumni	Institutional External Affairs
SECOFF Sec'y's Off.-org 530004	Student Life & Services
SECOFF Sec'y's Off.-org 535006	Public Services
SECOFF Sec'y's Off.-org 540012	Institutional External Affairs
SECPOL Campus Police	Institutional External Affairs

Division	Functional Classification
Student Financial & Admin. Svcs. Div.	Student Life & Services
<b>Exceptions:</b>	
None	

Division	Functional Classification
Student Support Services Division	Student Life & Services
<b>Exceptions:</b>	

**Project Functional Classification Rules**

None

**Division**

University General Division

**Functional Classification**

Administration

**Exceptions:**

UGDIV University Gen.-org 500008	Student Life & Services
UGDIV University Gen.-org 500011	Student Life & Services
UGDIV University Gen.-org 500019	Student Life & Services
UGDIV University Gen.-org 500108	Institutional External Affairs
UGDIV University Gen.-org 500110	Student Life & Services
UGDIV University Gen.-org 828001	Academic Support
UGDIV University Gen.-org 920002	Facilities
UGDIV University Gen.-org 920010	Facilities

**Division**

Yale Press Division

**Functional Classification**

Academic Support

**Exceptions:**

None

**Division**

YSM School of Medicine Division

**Functional Classification**

Multi

**Exceptions:**

MADEAN Administration	Public Services
MASA Acad. & Sci. Aff.-org 690203	Research Support
MASA Acad. & Sci. Aff.-org 690204	Research Support
MASA Acad. & Sci. Aff.-org 690208	Research Support
MBDGT Budgeting & Planning	Administration
MCLIN Clinical Trials Office	Professional Practicum
MDEAN YSM Dean	Administration
MEXTR Ext. Relations-org 690109	Institutional External Affairs
MEXTR Ext. Relations-org 690110	Institutional External Affairs
MEXTR Ext. Relations-org 690111	Public Services
MFDO Facilities Devel. & Op.	Facilities
MFIST Fin. Int. Svc. & Tech.	<b>SEE BELOW</b>
MGAC Grants & Contracts	Research Support
MMBB MB & B-org 702115	Academic Support
MMCARE Managed Care	Professional Practicum
MPFS Patient Financial Services	Professional Practicum
MSEC Med.Sch.Security	Administration
MSTDNT Student Affairs	Student Life & Services
MYARC Yale Animal Resources Ctr.	Research Support
MFIST Fin. Int. Svc. & Tech.	Administration <b>EXCEPT:</b>
MFIST ITS Video Prod.-org 692022	Academic Support
MFIST Machine Shop-org 692029	Academic Support
MFIST Electronic Shop-org 692030	Academic Support
MFIST Stockroom-org 692036	Academic Support
MFIST Ct.Ad.Inst.Med.-org 692046	Academic Support
MFOIS Fin.Op.&IS-org 692099	Academic Support
MFIST Acad. Comp.-org 692105	Academic Support

## **Project Functional Classification Rules**

### **Rules for Criteria with the Value Multi:**

Functional classifications should be based on the project description. However, if a funding source is restricted, (grant/contract, gift, endowment income), the functional classification should be consistent with the predominant award purpose code.