AFR Data File Specifications
Valid 2019-20 thru current fiscal year

There have been no changes to the data file specifications from the prior year.

LEAs can upload expenditure and revenue detail data for all Governmental Funds.

- Data file templates are posted to the AFR page of the PDE website
- CFRS will accept upload of data files created as either .csv or .txt files
- Both file types (csv or txt) must include the header line and all data fields as listed below
- Each record in the data file must contain **ALL** the data fields specified in the applicable file format listed below
- The data files must contain data at the account code level required by the AFR in order to load. Please refer to the list of valid codes posted to the AFR page of the PDE website
- Amounts should be reported in dollars and cents. **No more than two decimals may be reported.**
- Do not include commas within any Amount field in the data files
- Negative numbers must have a minus sign (-) preceding the number

<mark>Required Formats</mark>

- The fields below must be included as headers in each file exactly as listed
- Fields and header must be separated by commas in text files
- Each field and header must be entered in a separate column in .csv files
- Any Amount or Program Code field with no applicable data must contain a zero

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SD Expenditure Data fields:

FundCode,FunctionCode,ObjectCode,ElementaryAmount,SecondaryAmount,FederalAmount,TotalAmount

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SD Revenue Data fields:

FundCode,RevenueCode,RevenueAmount,CurrentYearAccrualAmount,PriorYearAccrualAmount

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IU Expenditure Data fields:

FundCode,FunctionCode,ObjectCode,ProgramCode,Amount

IU Revenue Data fields:

FundCode,RevenueCode,ProgramCode,RevenueAmount

Please contact the Office of Comptroller Operations with any questions at RA-Schlfin@pa.gov