

**NC State University - Office of F&A Analysis
FY 2019 F&A Space Utilization Survey
Space-Use Codes and Definitions**

Space-Use Code	Space-Use Code Name	Space-Use Code Definition	Corresponding F&A Function
01	Capable of Use	Room is use-ready and currently inactive; room has been active in the recent past or will be in the foreseeable future.	Other Institutional Activities
02	Incapable of Use	Rooms under renovation, declared unsafe or not usable in present state.	Other Institutional Activities
03	Building Services	Mechanical Rooms	Excluded
11	Instruction & Departmental Research (ledger -2)	Space used for all degree-related instructional activities or research activities that are not separately budgeted and accounted for.	Instruction & Departmental Research
21	Research Centers/Institutes	Organized research (sponsored C&G) activities conducted within the framework of a formal research organization, institute or center. Assignment of Organized Research Project IDs required.	Organized Research
22	Individual or Project Research	Organized Research activities that are separately funded, budgeted and accounted for. Includes sponsored (Contract & Grant) research funded by external organizations as well as Federal Hatch and McIntire-Stennis funds. Assignment of Organized Research Project IDs required.	Organized Research
22C	Organized Research - Cost Sharing	Labs or research offices/areas where non-sponsored funds (ledgers-2, 3, 6 or 7) formally cost share to Sponsored or University Research project IDs. Assignment of ledger-5 Organized Research Project IDs that are cost shared required.	Organized Research
22R	Faculty Research-Office/Non-laboratory	Intensive non-laboratory or "dry" Organized Research areas. Assignment of Organized Research Project IDs required.	Organized Research
33	Community Services	Space for programs that provide community services or community support.	Public Service
34	Extension/Public Service	Space associated with any knowledge gained from research projects (or other initiatives) and disseminating that knowledge to the community at large for economic prosperity, environmental stewardship and improved quality of life.	Public Service
41	Library	Space formally associated with the University Library System, and available to all users, that directly supports the collection, cataloging, storage and distribution of published materials.	Library
43	Education Media Service	Space used for making instructional aids for radio, television, or other audio visual mediums.	Instruction
46	Academic Administration	Space used in activities that provide general departmental academic, administrative and management support (deans, department heads, related staff offices and work areas) to one or more of the three primary functions of instruction, organized research and public service.	Departmental Administration
46U	Administration Unallowable	Space used for a specific administrative activity the cost of which is not reimbursable by a Federal sponsored agreement. Examples include fundraising and administrative support to independent operations.	Other Institutional Activities
51	Student Services Administration	Space used for administrative activities that provide assistance and support to the needs and interest of students.	Student Services
55	Student Auxiliary Services	Housing services, food services, retail services and concessions	Other Institutional Activities
91	Labs for Independent Operations-Internal	Lab operations owned or controlled based on a strong affiliation with the university, but technically independent from the university's mission(use this code for Visiting Scientist, not paid by Univ.).	Other Institutional Activities
92	Labs for Independent Operations-External	Lab space used by outside agency or group (i.e. USDA).	Other Institutional Activities
95	Lab operations - ledger 6 & 7	Research in labs being supported by ledger 6 or 7.	Other Institutional Activities
96	Retired Faculty	Retired Faculty Office	Other Institutional Activities
97	Faculty/Post Doctoral Office (general use)	Faculty and post doctoral offices for general use (see 22R if space is used for "dry" or intensive organized research not occurring in labs).	Department Faculty Joint Use (Basis Study)
98	Graduate Student Office	All Graduate Student Offices including TAs and RAs	Department Faculty Joint Use (Basis Study)
99	Service Center - OCA	Service Center operations that charge rates subject to formal review and approval by the NCSU Office of Cost Analysis. Assignment of SC Project ID required.	Other Institutional Activities (Basis Study)
99T	Service Center - TSA/FSA	Service Center operations, subject to guidelines administered by the NCSU SPARCS Office, that provide technical or fabrication expertise under contract to external firms and agencies.	Other Institutional Activities
99W	Service Center - Waiver	Service Centers operating under a NCSU waiver to forego charging ledger-5 sponsored agreements.	Other Institutional Activities

Thank you for your assistance! Please contact your Office of F&A Analysis Survey Lead with questions.