**CODE LIST FOR THE PROJECT APPLICATION 2015-2016**

|  |  |  |  |
| --- | --- | --- | --- |
| **LINE ITEM** | **FUNCTION CODE** | **OBJECT CODE** | **DECRIPTION** |
| 1. Salaries |  |  |  |
| 1220233021902140-21492150-215927202730 | 111115122 | Full/part-time permanent professional employees of the LEA, i.e. Teachers, Special Education Director, Assistant Special Education Director, Psychometrist, Psychologist, Speech Pathologist , Bus Drivers, Bus Monitors |
| 112 | Teacher assistants |
| 113 | Clerical Staff/Administrative staff |
| 121 | Full-time, part-time employees of the LEA who are hired on a temporary or substitute basis, substitute teachers |
|  |  |  |  |
| 1.A | 1220 | 131 | Overtime salaries paid to employees of the LEA in permanent positions for work performed in addition to the normal work period for which the employee is compensated under regular salaries, i.e. teacher assistants serving as bus aides |
|  |  |  |  |
| 2. Substitute Pay | 1220 | 121 | Temporary employees full time/part-time and pro-rated cost of the work performed by employees of the LEA who are hired on a temporary or substitute basis, i.e. Substitute teachers  |
|  |  |  |  |
| 3. Salary Supplements (Contractual) | 1220233021902140-21492150-2159 | 111 | Supplemental pay is included in the employee’s contract for additional duties performed. |
|  |  |  |  |
| 4. Stipends (Non-contractual) | 1220233021902140-21492150-2159 | 111 | Payments to employees of the LEA for work outside or not covered in their contract. |
|  |  |  |  |
| 5. Employee Benefits  | 1220233021902140-21492150-2159 | 210 | Group health insurance |
| 215 | Group life insurance |
| 220 | Social Security Contribution |
| 230 | Retirement contributions |
| 240 | Unemployment Compensation |
| 260 | Workmen’s Compensation |

The Budget String should follow your IDEA Project Application. This Code List contains some of the various function codes and object codes that should be used in the Project Application. If other function codes or object codes are needed, refer to the Accounting Manual or your business manager.

|  |  |  |  |
| --- | --- | --- | --- |
| **LINE ITEM** | **Function Code** | **Object Code**  | **Description** |
| 6. Contractual Services | 2126 | 320-329 | Services supporting the instructional program and its administration |
| 2132 | 331 | Medical Doctors |
| 211321202122213021402150 | 330-339340-349 | Professional services other than educational support: Social Worker, guidance, counseling, health, psychological and speech services.Technical Service, including software support, maintenance of software |
|  |  |  |  |
| 7. Equipment**\*All equipment purchased with IDEA funds must be labeled with an IDEA tag.**  |  | 731 | Computer equipment less than $5,000 |
| 733 | Computer Equipment $5,000 or more |
| 735 | Equipment less than $5,000 |
| 737 | Equipment $5,000 or more |
| 740 | Non-Capitalized Property |
| 774 | Buses $5,000 or more  |
|  |  |  |  |
| 8. Staff Travel  |  | 580 | Expenditures for travel within the LEA |
|  |  |  |  |
| 9. Office Supplies |  | 610 | General office supplies |
| 611 | Software  |
|  |  |  |  |
| 10.0 Evaluation Supplies | 2142 | 611 | Evaluation Software  |
| 610 | Evaluation materials  |
|  |  |  |  |
| 11. Instructional Materials |  | 611 | Instructional material software |
| 610 | Instructional materials/supplies |
|  |  |  |  |
| 12. Indirect Cost |  | 990 | Indirect cost payment |
|  |  |  |  |
| 13. Equipment Repair/Maintenance  |  | 430-439 | Repairs and maintenance services for the upkeep of equipment to include contracts and agreement for that purpose. |
| 340-349 | Maintenance contracts for various computer programs, i.e. SEAS, Voyager |
|  |  |  |  |
| 14. Private Placements |  | 560 | Tuition cost for instructional services provided to students in private facilities/schools |
| 510 | Payments to agencies or persons transporting children to and from school.  |
|  |  |  |  |
|  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **LINE ITEM** | **FUNCTION CODE** | **OBJECT CODE** | **DESCRIPTION** |
|  15. Communication |  | 414 | Telephone |
| 530 | Postal Services |
| 540 | Advertising |
| 550 | Printing and binding |
|  |  |  |  |
| 16. Student Travel |  | 510 | Payments for transporting students to and from educational field trips, therapy visits or travel expenses as a related service. |
|  |  |  |  |
| 17. Cooperative Agreements | 1220 | 320-339 | Instructional activities associated with special education and related services |
|  |  |  |  |
| 18. Coordinated Early Intervening Services | 2210 |  | Activities primarily for assisting instructional staff in planning, developing and evaluating the process of providing learning experiences for the targeted at-risk students |
|  |  |  |  |
| 19. Private School Participation | 2190 |  | Support services to students in private schools. |
|  |  |  |  |
| 20. Parental Involvement | 3900 | 320-339 | Activities concerned with disseminating educational and administrative information to the public through various news media or personal contact.  |
|  |  |  |  |
| 21. Professional Development Training  | 2213 | 320-339 | Activities that contribute to the professional growth and competence of members of the instructional staff. These include workshops, demonstrations, school visits and conferences.  |
|  |  | 580 | Travel and per diem for activities that contribute to the professional growth and competence of members of the instructional staff. |
|  |  |  |  |
| 22. Other  |  | 810 | Expenditures for memberships in professional or other organizations; audit fees  |
|  |  | 890 | ESY Shortfall |