

Commonly used OTPS Object Codes for Reimbursable Grants

Galaxy Title	Consolidated object code for budgeting	Computer items with a per unit cost that is less than \$5,000 must be included in supplies and materials. Anything above that amount should be scheduled in object code 300.Purpose	Specific object codes (needed for purchase orders and SIPP – imprests)
Supplies General	100	Instructional supplies Printing supplies Postage Computer equipment with a unit cost under \$5,000 General office supplies	130 101 117 331 198
Educational Software	199	Educational Software	199
Equipment General	300	Computer over \$5,000 Other equipment, unit price over \$5,000 Furniture	332 315 314
Textbooks	337	Textbooks (often a questionable charge to Title I as textbooks are viewed as a tax levy obligation)	337
Library Books	338	Library Books	338
Non-contractual Services	400	Admission Fees and Transportation related to field trips, Metro cards for students Tuition expenses Parent Involvement Snacks for Children	461 485 489 491
Transportation of Staff-non contractual	451	Expenditures related to staff meetings: food, tolls, travel, parking	451
Educational Consultants	685	Outside consultants, direct services to children	685
Curriculum and Staff Development	689	Professional development providers, evaluation services	689