Nonpersonal services

For all nonpersonal services, you must array your planned expenses by major object of expenditure unless a more detailed subobject submission is required.

The purpose of collecting budget information at the more detailed subobject level for these selected subobjects is to better identify these areas of cost and to more completely understand the impact of agency based rate changes. In other cases, the subobject detail represents an area targeted for cost control and/or management, or an area where better tracking of costs are needed.

Institutions of higher education do not need to apply the VITA-related subobjects, except for subobject 1216.

- 1205 Seat Management Services
- 1214 Postal Services
- 1215 Printing Services
- 1216 Telecommunications Services (provided by VITA)
- 1217 Telecommunications Services (provided by non-state vendor)
- 1218 Telecommunications Services (provided by another state agency)
- 1241 Auditing Services
- 1242 Fiscal Services
- 1243 Attorney Services
- 1244 Management Services
- 1245 Personnel Management Services
- 1246 Public Informational and Public Relations Services
- 1247 Legal Services
- 1248 Media Services
- 1271 Information Management Design and Development Services (provided by VITA)
- 1272 VITA Pass Thru Charges (New)
- 1273 Information Management Design and Development Services (provided by another State agency (not VITA) or vendor)
- 1274 Computer Hardware Maintenance Services
- 1275 Computer Software Maintenance Services
- 1276 Computer Operating Services (provided by VITA)
- 1277 Computer Operating Services (provided by another State agency (not VITA) or vendor)
- 1278 VITA Information Technology Infrastructure Services (Provided by VITA)
- 1279 Computer Software Development Services
- 1321 Coal
- 1322 Gas
- 1323 Gasoline
- 1324 Oil
- 1325 Steam
1555 Workers’ Compensation
1561 Computer Peripheral Installment Purchases
1562 Computer Processor Installment Purchases
1563 Computer Software Installment Purchases
2211 Desktop Client Computers (microcomputers)
2212 Mobile Client Computers (microcomputers)
2214 Mainframe Computers and Components
2215 Network Servers
2216 Network Components
2217 Other Computer Equipment
2218 Computer Software Purchases
2219 Development Tools Purchases
3111 Bond Issuance Expenses
3112 Bond Issuance Fees
3113 General Obligation Bond Financing
3114 General Obligation Bond Interest Retirement
3115 Revenue Bond Financing
3116 Revenue Bond Interest Retirement
3117 Revenue Bond Principal Retirement
3121 Anticipation Loan Interest Retirement – Not drawdown or mortgage loans
3131 Anticipation Loan Interest Retirement – Drawdown and Mortgage Loans
3132 Mortgage Loan Interest Retirement
3195 Undistributed Obligations
3196 Indirect Cost Recoveries from Auxiliary Programs for Obligations
3198 Inter-Agency Recoveries for Obligations
3199 Intra-Agency Recoveries for Obligations

Definitions for these subobject codes can be found on the DPB Web site.

If your agency intends to expend in subobjects other than those arrayed above, you may use the appropriate designated convenience codes for the balance. For example, if your expenses in the 1200 major object of expense are greater than the total of the detailed subobject codes, you may put the additional dollars in convenience subobject 1295. All the allowable nonpersonal convenience codes are:

1295 Undistributed Contractual Services
1395 Undistributed Supplies and Materials
1495 Undistributed Transfer Payments
1595 Undistributed Continuous Charges
2195 Undistributed Property and Improvements
2295 Undistributed Equipment
2395 Undistributed Plant and Equipment
3195 Undistributed Obligations
For nonpersonal services not specifically listed in the required subobject codes, use ONLY the designated convenience codes listed above. *Do not use any other budgetary nonpersonal services convenience codes, including those in Section D of the Expenditure Structure or elsewhere.* (Note: For institutions of higher education, recoveries should include the appropriate recovery subobject code.)