Appendix B

Sum Sufficient Appropriations

For internal service fund requests for sum sufficient and/or internal service fund requests, please array your budget requests as described in the PB system by program, service area, subobject code, and fund detail for all expenditures and then use subobject 4101 (Sum Sufficient Recovery) to offset the total dollar amount being requested the service area level. You should enter a request for positions supported by the sum sufficient appropriation in the same manner as any other request for positions.

Appropriate Subobject Codes for Budget Submissions

The base budget submission needs to be arrayed by program, service area, subobject code, and fund detail for all personal service requests and the nonpersonal service subobject codes listed in the table below. Any remaining dollar amount for nonpersonal services may be grouped in the “xx95” convenience codes, which are also listed below. No other convenience subobject codes may be used.

Required Nonpersonal Service Subobject Codes as applicable.
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
1273 Information Management Design and Development Services (provided by another State agency (not VITA) or vendor)

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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
1292 VITA Services Provided to Out of Scope Agencies
1321 Coal
1322 Gas
1323 Gasoline
1324 Oil
1325 Steam
1326 Wood Fuels
1431 Categorical Aid to Local Governments and Constitutional Officers (Not Technology)
1432 Payments in Lieu of Taxes
2011-2012 Operating Plan 6
1433 General Revenue Sharing
1434 Disaster Aid to Local Governments
1435 Special Payments to Localities
1436 Categorical Aid to Local Governments and Constitutional Officers for Technology
1441 Payments to Substate Entities
1442 Payments to Individuals
1451 Grants to Intergovernmental Organizations
1452 Grants Nongovernmental Organizations
1453 Out-of-State Political Entities
1455 Disaster Cost Reimbursements to Other State Agencies
1456 Disaster Aid to Nongovernmental Organizations
1511 Aircraft Insurance
1512 Automobile Liability
1513 Flood Insurance
1514 Inland Marine Insurance
1515 Marine Insurance
1516 Property Insurance
1517 Boiler and Machinery Insurance
1521 Computer Capital Leases
1522 Central Processor Capital Leases
1523 Computer Software Capital Leases
1524 Equipment Capital Leases
1525 Building Capital Leases
1526 Land Capital Leases
1527 Land and Building Capital Leases
1531 Computer Rentals (not mainframe)
1533 Computer Software Rentals
1534 Equipment Rentals
1535 Building Rentals
1536 Land Rentals
1537 Land and Building Rentals
1538 Building Rentals – State Owned Facilities
1539 Building Rentals – Non-State Owned Facilities (Payment administered by DGS)
1542 Electrical Service Charges
1543 Refuse Service Charges
1544 Water and Sewer Service Charges
1547 Private Vendor Service Charges
1551 General Liability Insurance
1552 Money and Securities Insurance
1553 Medical Malpractice
1554 Surety Bonds
1555 Workers' Compensation
1561 Computer Peripheral Installment Purchases
1562 Computer Processor Installment Purchases
1563 Computer Software Installment Purchases
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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
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.

**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