

OBJECT CODE GUIDE

The chart of accounts can be printed directly out of Enterprise ERP (MUNIS®), but that listing does not provide descriptions, examples, or cross-references. To fill that need, this Object Code Guide has been developed by the Franklin County Auditor's Office – Fiscal Services Division. Please feel free to make electronic and printed copies.

The guide is comprised of **Revenue** and **Expenditure** sections. Each section is arranged in numerical order and divided by major category. Each major category contains a detailed list of object codes. *Agencies should use detailed object codes, not the major category codes, for revenue and expenditure transactions.*

Some object codes have been developed for exclusive use by a particular agency and are not included here. *To have an object code attached to an org, or to have a new object code established, call the Financial Reporting Department at 525-7390 or 525-7520.*

Red lettering brings the user's attention to special guidance in the Notes column. The Notes column also provides detailed descriptions and examples when the object code's description is not self-explanatory.

The guide has been created as a Word document enabling users to copy it into their personal directory. The "Find" feature in Word can be a useful tool in locating the correct object code. Open the word document select "CTRL + F." This will launch a search function within Word enabling users to type in their own search criteria, and then choose 'Find Next'. Word will then search the document for a match.

Comments and suggestions on the guide are welcomed and should be directed to the attention of Robert Caldwell, Chief Financial Officer (rlcaldwe@franklincountyohio.gov) at 525-7520.

(Revised 01/01/2025)

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Revenue Section

Code	Description	Notes
410000	Taxes	Do not use this code series for fees or charges related to the collection of taxes (430000 series) or the County's share of taxes collected by the State (450000 series). DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.

Detailed Object Codes	
411000	County Sales Tax
411001	Sales Tax Refund
412000	Real Estate Tax
412099	Estimate of Non-Payment
412100	Payments in Lieu of Taxes
412101	Special Levy Compensation
412301	Manufactured Homes - Convey Tax
412400	Real Property – Transfer Tax
412500	Real Property – Permissive Trans Tax
412501	Manufactured Homes – Permissive Trans Tax
412502	MH – Permissive Trans Tax Refund
414100	Personal Property Tax
416000	Manufactured Home Tax
419900	Other Tax Collections

Code	Description	Notes
420000	Licenses and Permits	DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.

Detailed Object Codes	
421000	Licenses
421100	Vendor Licenses
421400	Cigarette Licenses
421500	Dog Licenses
422000	Permits
422200	Junkyard Permits
422600	Overweight Vehicle Permits
429000	Agency Defined License & Permits

Code	Description	Notes
430000	Fees and Charges for Services	Receipts of fees for services provided by a County agency, including fees paid by one County agency to another. DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.

Detailed Object Codes	
430100	Interfund Charges for Services
430101	Interfund Charges for Licenses
430102	Retro Charges
430103	Internal Stop Loss Offset
430200	Employee Contributions
430900	Court Computerization Fees
431000	Fees – General
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431400	Membership Fees
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431701	Daily Parking Fees
431702	Monthly Parking Fees
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431802	Prisoner HSG – US Marshal
431803	Prisoner HSG – Columbus
431804	Prisoner HSG – Other Municipals
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431900	Postage Fees
432000	Service Charges
432100	General Sales Income
432200	Copier Charge Receipts
432201	Printing of Property Records
432203	Public Records Check
432204	GIS Maps
432205	County Atlas Sales
432206	Microfilm Copy Receipts
432300	Conveyance Fee – Real Property
432301	Conveyance Fee – Manufactured Homes

Detailed Object Codes (continued)	
432400	Photo Lab Receipts
432401	Webcheck Fees
432500	Fringe Benefit Administration Fees
432600	CD-ROM and Data Sales
433100	Water and Sewer Receipts
433101	Water & Sewer Receipts – Lockbourne
433200	Surcharge Receipts
433300	Capacity Fees (Tie-Ins)
433400	Water Meter Sales
433500	Lateral Connections
433600	Processing Charges
434100	Wards of the County
434301	Board & Feed – Altered Animals
434302	Board & Feed – Unaltered Animals
435000	Special Assessments
435100	Property Tax Assessment Fees
435200	Assessment Fees – Real Estate
435300	Assessment Fees – Personal Property
435400	Assessment Fees – Estate Tax
435500	Assessment Fees – MH Tax
435600	Certified Delinquent Tax Fees
435700	Cigarette Tax Fees
435800	Internet Processing Fees
435801	Credit Card Convenience Fees
435900	Real Property Transfer Fees
436000	Homestead Exemption Fees
436200	Manufactured Home Relocation
436400	Municipal Court Contract
436500	Public Defender Contract
436600	Public Def PIP Reimbursements
437000	Collectors Fees
437001	Treasurer Land Bank
438100	Adoption Fees
438200	Owner Turn-In Fees
438300	Immunization/Injection Fees
438326	Adult Immunization Program
438400	Clinic Fees
439000	Agency Defined Fees and Charges
439100	Cost Allocation Charges
439101	Radio Billing Fees
439102	Sale of Plans
439201	Autopsies – Out of County
439202	Toxicology Reports
439203	Coroners Reports
439204	Autopsy Testimonies – Out of County
439313	Lot Split Evaluation
439314	Subdivision Evaluation
439401	Vehicle Immobilization
439403	Civil Process Fees
439404	Police Services Contract
439405	Dispatching Contracts
439408	Cruiser Rental

Detailed Object Codes (continued)	
439410	Firing Range Usage
439500	Program Income
439501	Inmate One Time Reception Fees
439502	Program Income Type B
439503	Program Income Type C
439510	Food Service Revenue
439900	Other Service Fees and Charges

Code	Description	Notes
440000	Fines and Forfeitures	DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.

Detailed Object Codes	
441000	General Fines & Forfeitures
441300	Rental Registration Penalties
441500	Abandoned Property
442000	Animal Control Fines
442101	Altered Animal Impound Fees
442102	Unaltered Animal Impound Fees
442103	Vicious & Dangerous Dog Impound Fee
442104	Vicious & Dangerous Dog Impound Deposit
443000	Municipal Court Fines and Penalties
443200	Municipal Court Highway Patrol Fines
443300	Municipal Court Liquor Law Violations
443400	Municipal Court Local Traffic Fines
443500	Weight Enforcement Fines
449001	False Alarms
449003	DUI Offender Fines
449900	Other Fines & Forfeitures

Code	Description	Notes
450000	Inter-Governmental Revenue	Revenue from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes. Grants may be received either directly from the granting government or indirectly as a pass-through from another government. Federal grants that pass-through state agencies should be recorded as federal grants. Agencies are encouraged to use a detailed code for Intergovernmental Revenue. Use the 430000 code series for fees for services provided to other governments, such as housing of prisoners. DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.

Detailed Object Codes	
451000	Federal Grants
451001	Juvenile Justice Delinquency Prevention
451002	Violence Against Women Act
451003	Narcotics Control
451004	Title XX
451005	Local Law Enforcement Block Grant
451006	CDC O2A Grant
451007	CDC CCR CHW Grant
451008	HHS OMH HL Indirect Revenue
451028	K.I.D.S. Family & Children First
451031	Community Development Block Grant
451032	Emergency Shelter Grant
451033	Home Program
451036	Federal Grants Through State

Detailed Object Codes (continued)	
451041	State Victims Assistance Act
451042	Victims of Crime Act
451043	Juvenile Accountability Incentive
451044	Federal EMA State and Local Program
451045	Federal EMA Projects
451046	Pathfinder Services
451098	Build America Bonds Subsidy
451099	Federal Grants – ARRA
451200	Federal Subsidy
451300	Social Security
451500	Federal Reimbursements
451501	IV-B Funding
451502	IV-B Part 2 (ESA)
451503	Adoption Subsidy (NR)
451504	Independent Living Grant
451507	IV-E Administration
451508	IV-E Institutional Care
451510	IV-E Protect Ohio Waiver
451511	IV-E Miscellaneous Revenue
451513	Federal Reimbursement – Subsidized Lunch
451514	Federal Reimbursement – Rehabilitation
451516	Federal Reimbursement – Task Force
451518	Federal Reimbursement – Medicaid Admin Claim
451519	Federal Reimbursement – Supported Employment
451600	Medicaid
451601	Medicaid - Dierker Home
451602	Medicaid - McDowell Home
451603	Medicaid - Morse Home
451604	Medicaid - Kimberly Woods Home
451605	Medicaid - ODMH
451606	Medicaid - ODADAS
452000	State Grants
452200	State Subsidy
452500	State Reimbursements
452501	Regional Training
452502	Child Protection Allocation
452503	CW Adoption Subsidy
452504	Post Final Adoption Subsidy
452507	Attorney/DR/Magistrate Fees
452513	State Reimbursement – KPIP
452514	Feisal Allocation
452599	Miscellaneous State Income
452601	State Reimbursement – ODD
452603	State Reimbursement – Transportation
452604	State Reimbursement – Pre-School
452605	State Reimbursement – School Age
452606	State Reimbursement – Respite
452608	State Reimbursement – Supported Living
452609	State Reimbursement – Miscellaneous
452610	State Reimbursement – Case Management
452611	State Reimbursement – Ohio Public Defender
452613	State Reimbursement – Real Estate Taxes

Detailed Object Codes (continued)	
452614	State Reimbursement - Personal Prop Taxes
452615	State Reimbursement – PU Tax Replacement
452616	State Reimbursement – Manufactured Homes
452617	State Reimbursement – PP Replacement
452618	State Reimbursement – Sales Tax Holiday
453100	Local Government Income & Franchise
453200	Local Government Revenue Assistance
453300	Motor Vehicle License Taxes
453400	Motor Vehicle Gasoline Taxes
453500	Casino Tax Distribution
454105	Board and Care-Per Diem
454300	Habilitation – Medicaid
454301	Habilitation – Cafs Reconcile
455000	Other Governmental Entity Reimburse
455004	Anti-Dumping Grant (SWACO)
455010	Return of Grant Revenue
455102	CSEA Incentives – Fed
455103	Medical Incentives – State
456000	Revenue From Other Governments
457000	Grants From County Agencies
459000	Agency Defined Intergovernmental Revenue
459039	Asset Seizure Forfeiture DOJ
459048	Asset Seizure Forfeiture Treas

Code	Description	Notes
460000	Other Revenue	DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.

Detailed Object Codes	
461000	Contributions & Donations
461100	Donations, Bequests and Gifts
461101	West Central Summer Donations
461300	Other Govt Contributions
461400	Voluntary Benefit Contributions
462000	Non-Governmental Grant Receipt
462100	Private Foundation Grants
462200	Developer Contributions
463000	Reimbursements and Refunds
463001	COBRA Reimbursement
463002	Other Supplemental Insurance
463005	Insurance Premiums Reimbursement
463006	Training Reimbursements
463008	Jury Duty Reimbursements
463014	Juror Fee Reimbursements
463015	Witness Fee Reimbursements
463099	Other Reimbursements
463100	Settlement Reimbursements
463200	Refund of Prior Year Overpayments
463300	Refund of Prior Years BWC Premiums
463301	Workers Comp Sick Leave Reimbursements
463302	Refund of BWC Claims Reserves
463900	Employee Reimbursements
463901	Employee Reimbursements – Telephone
463902	Jury Duty Reimbursements
464000	Miscellaneous Revenue
464001	Vending Receipts
464003	Court Witness Fees
464005	Recovered NSF Checks
464006	Recovered Lab Payments
464009	Recovered Misdirected Payments
464100	Rents – Real Estate
464101	Rents – Real Estate (INT)
464200	Rents – Personal Property
464400	Receipts from Paper Recycling
464500	Sale of Scrap and Salvage
465000	Unclaimed Funds
465300	Bond Retirement Payments
465400	Loan Receipts
469000	Agency Defined Miscellaneous Revenue
469900	Other Miscellaneous Revenue
469901	Pay Phone Revenue
469902	Inmate Telephones
469903	Corrections Pay Phones
469904	Cash Overages

Code	Description	Notes
470000	Interfund Revenue	<p>Receipts from other County funds in the form of operating transfers, matching subsidies, loans, or nonrecurring transfers.</p> <p>Use the 430000 code series for payments received from another County fund for goods or services.</p> <p>For reimbursements for expenditures previously paid on behalf of another County fund, record them as reductions to the original expenditure object codes.</p> <p>DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.</p>

Detailed Object Codes	
473300	Fund Transfers – Operating Transfers In
473500	Fund Transfers – Debt Service
475100	Receipt of Loan Proceeds
475200	Principal Repayment Receipts
475300	Loan Interest Receipts
479900	Other Interfund Revenue

Code	Description	Notes
480000	Other Financing Sources	<p>Proceeds from the issuance of general short-term and long-term liabilities (bonds, notes, and loans) and from the disposition of fixed assets.</p> <p>DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.</p>

Detailed Object Codes	
481100	Note Proceeds
481200	Bond Proceeds
481300	Loan Proceeds
481400	Refunding Bonds Issued
481500	Premium on Issuance of Bonds
481600	Premium on Issuance of Notes
484400	Sales – Capital Assets
484500	Sales – Scrap & Salvage

Code	Description	Notes
490000	Investment Earnings	<p>Receipts and proceeds associated with the holding and disposal of investments or the lending of funds to other political subdivisions.</p> <p>DO NOT USE THIS CODE FOR ACTUAL REVENUE TRANSACTIONS.</p>

Detailed Object Codes	
490100	Investment Earnings
490102	Purchased Accrued Interest
490110	Return of Grant Interest
490500	Interest Distribution

Expenditure Section

Code	Description	Notes
510000	Personal Services and Fringe Benefits	Payments for salaries and wages to permanent and temporary employees and for fringe benefits paid for by the County on behalf of its employees (insurance, retirement contributions, unemployment compensation, workers compensation and pay-outs of unused accrued leave balances). DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
510100	Salaries and Wages	Pay Type Code: 100 – Regular Wages 101-199 – Various Work Location Wages 200 – Sick Leave Wages 201 – Vacation Leave Wages 202 – Personal Leave Wages 203 – Comp Time Wages 204 – Holiday Wages 205 – Leave w/o Pay 206 – Absent w/o Leave 207 – Overpayment 208 – Underpayment 209 – Holiday Wages (Clerk of Court ONLY) 210 – Suspension 211 – Personal Leave Wages (Clerk of Court ONLY) 212 – Vacation Suspension 213 – Personal Leave Suspension 214 – Holiday Leave Suspension 215 – Military Leave w/o Pay 216 – Strike Leave w/o Pay 218 – Bereavement/Sick 219 – Bereavement/Non-Sick 220 – FMLA – Unpaid 221 – FMLA – Sick Leave 222 – FMLA – Vacation 223 – FMLA – Comp Leave 224 – FMLA – Donated 225 – FMLA – Personal Leave 226 – FMLA – Admin Leave 227 – Paid Family Leave 230 – Special Leave Wages 231 – Paid Time Off (MORPC ONLY) 232 – FMLA – Admin Exempt Leave 240 – Administrative Leave 241 – Administrative Leave Accrual 242 – Administrative Exempt Accrual 243 – Donated Leave 245 – Education Leave 250 – Jury Duty Pay 251 – Military Leave Pay
510100	Salaries and Wages	Pay Type Code: 252 – Court Time Leave

		<p>253 – Volunteer Leave Pay 254 – Poll Worker Leave Pay 255 – Military Leave Accrual 256 – Union Leave 257 – Birthday Wages 258 – Floating Holiday Wages 260 – Holiday Worked Accrues 274 – Sheriff P/T 280 – FCBDD P/T Summer Wages 285 – FCBDD P/T S/L Summer 290 –Comp Time Wages Non-Exempt 291 – Administrative Leave Non-Exempt 292 – Administrative Leave Exempt 505 – Term Holiday Bank (No PERS) 506 – Term PTO (Paid Time Off) 575 – Severance Pay (No PERS) (Contact FCAO Payroll before use) 580 – Miscellaneous Pay (No PERS) (Use for various lump sum payments) 599 – Holiday Bank Time Used 603 – Injury Leave 604 – Bereavement Leave 607 – Training In-Service 608 – Training Off-Site 609 – Training Instructor 801-833 – Various Work Location Wages 850 – Regular Wage Adjustment Over 80hrs 875 – Regular Wages Adj (No Accrual) 880 – PERS 12 Month Summer Pay (FCBDD ONLY) 881 – FCBDD Holdback Pay (FCBDD ONLY) 890 – Unemployment Overpay (No PERS) 900 – Salaried Elected Officials 908 – Engineer Supplement 910 – Auditor Estate Tax Supplement 911 – Vets Services Board Pay 912 – Public Health Board Salary 920 – STRS 12 Month Summer Pay (FCBDD ONLY) 944 – Maternity/Paternity Wages (MORPC ONLY)</p>
510105	Salaries - Elected	
510201	Termination Payment of Sick Leave	Pay Type Code: 500 – Term Sick Pay (No PERS)
510202	Sick Leave Pay Out	Pay Type Code: 507 – Sick Leave Payout FCSO (No PERS) 508 – Sock Leave Payout (PERS)
510204	Wellness Incentive Pay-Out	Pay Type Code: 549 – Sick Leave Conversion (PERS) (Use for converting sick accrual to another type. Do <u>not</u> use for cash payments) 550 – Wellness Pay (Contact FCOA Payroll before use)
		559 – Sick Leave Conversion (No PERS) Use for converting sick accrual to another type. Do <u>not</u> use for cash payments.

		560 – Wellness Pay (No PERS) (Use for converting sick accrual to cash)
510301	Termination Payment of Vacation Leave	Pay Type Code: 501 – Term Vacation Pay (No PERS)
510302	Vacation Pay-Out	Pay Type Code: 509 – Vacation Leave Payout (No PERS) 551 – Vacation Payout
510404	Holiday Worked	Pay Type Code: 261 – Holiday Worked 1.0 (No Accrual) 356 – Holiday Worked 1.5 (No Calc) 358 – Holiday Worked 1.5 with Shift 602 – Holiday Worked Pay 1.5
510501	Termination Payment of Comp Time	Pay Type Code: 503 – Term Comp Pay (No PERS)
510502	Comp Time Pay-Out	Pay Type Code: 552 – Comp Time Payout 576 – Comp Time Payout (No PERS)
510601	Termination Payment of Personal Leave	Pay Type Code: 502 – Term Personal Pay (No PERS)
510602	Personal Leave Pay-Out	Pay Type Code: 553 – Personal Leave Payout 554 – Person Leave Payout (No PERS)
511100	Car Allowance (Taxable Fringe Benefit)	Pay Type Code: 940 – Car Allowance
511200	Longevity Pay	Pay Type Code: 585 – Service Credit Pay (Non-Bargaining Unit) 586 – Service Credit Pay (Bargaining Unit) 600 – Longevity Pay (Contact FCAO Payroll before use)
511300	Other Wages-Supplemental Pay	Pay Type Code: 581 – FCBDD Atn Inctv-HrsxRate (No PERS) 582 – Per Class.Mtg Wages (No PERS) 595 – Supplemental Pay (Lump Sum) (Contact FCAO Payroll before use) 596 – Settlement (Taxable) (Contact FCAO Payroll before use) 597 – Settlement (Taxable & No PERS) (Contact FCAO Payroll before use) 598 – Supplemental Pay Retention 601 – Supplemental Pay (Hours * Rate) 606 – Incentive Pay 909 – Sheriff Supplement
511400	Shift Differential	Pay Type Code: 622 – Shift Differential 2 623 – Shift Differential 3 624 – Comp Shift Differential 642 – Shift Differential 3
511600	Retroactive Adjustment	Pay Type Code: 504 – Termination Retro Pay (No PERS) 700 – Retroactive Pay
		701 – Retroactive Regular Pay 702 – Retroactive Overtime Pay 703 – Retroactive Holiday Pay 704 – Retroactive Shift Pay 705 – Retroactive Longevity Pay

		706 – Retroactive Supplemental Pay 800 – Adjustment Pay
511900	Other Wages	Pay Type Code: 248 – Military Supplemental Pay
511901	ARPA Vaccine Incentive	
511902	ARPA Premium Pay	
511903	ARPA Retention	
512000	Overtime Wages	Pay Type Code: 263 – Additional Holiday (No Accruals) 299 – Straight Overtime 1.0 300 – Overtime 1.0 Pay 301 – Overtime 1.5 Pay 302 – Overtime 2.0 Pay 303 – Overtime 2.5 Pay 304 – Overtime 3.0 Pay 305 – Obetz Overtime 1.5 Pay 306 – Obetz Overtime 1.0 Pay 309 – Overtime 1.5 FCBDD Seas 310 – Court Time 1.5 Pay 311 – Court Time 2.0 Pay 312 – Court Time 2.5 Pay 315 – Security Overtime 1.5 Pay 320 – Special Overtime 1.5 321 – Special Overtime 2.0 322 – Special Overtime 2.5 340 – Overtime 1.5 (No Calc) 341 – Overtime 2.0 (No Calc) 342 – Overtime 1.5 With Shift 343 – Overtime 2.0 With Shift 344 – Special Overtime 1.5 345 – Special Overtime 2.0 346 – Special Overtime 2.5 347 – Special Overtime 1.5 with Shift Differential 348 – Special Overtime 2.0 with Shift Differential 349 – Special Overtime 2.5 with Shift Differential 352 – Overtime – Sheriff Honor Guard 353 – Overtime – Sheriff Dive Team 354 – Holiday Overtime Worked 2.0 (No Calc) 355 – Holiday Overtime Worked 2.0 with Shift 357 – Holiday Overtime Worked 2.5 359 – Holiday Overtime Worked 2.5 with Shift 360 – Supplemental Overtime 610 – Sheriff SWAT Overtime 611 – Sheriff Cops 'n Shops 612 – Sheriff Bomb Squat Overtime 613 – Sheriff Extra Duty 614 – Sheriff DUI Enforcement 615 – Sheriff STEP
		616 – Sheriff STOP Grant Overtime 617 – Sheriff Seat Belt Enforcement 618 – Sheriff JAIBG NT LT 619 – Sheriff Street Smarts in Schools 625 – Sheriff Civil Warrants Overtime 626 – Sheriff Operation Strike Force 627 – Sheriff ICE 628 – Sheriff Felony Warrant Overtime

		629 – Sheriff LP3 Overtime 630 – Sheriff I-270 Overtime 631 – Sheriff I-270 SWAT Overtime 632 – Sheriff LPW Fire/Arson Overtime 633 – Sheriff VAWA Warrants 634 – Sheriff SORN Violator 635 – Sheriff JAIBG JUV DET 636 – Sheriff Inmate Watch Overtime 637 – Sheriff Hurricane Katrina Overtime 638 – Sheriff Red White & Boom Overtime 639 – Sheriff Ross County Overtime 640 – Sheriff STOP OSU 643 – COPS Internet Crimes/Children 644 – Sheriff Drug Task Force 645 – Shift 2 Overtime 1.5 646 – Shift 3 Overtime 1.5 647 – Comm POL Overtime 1.5 648 – VIPS Overtime 1.5
512001	Overtime Wages – Court Time	350 – Court Overtime 1.5 (No Calculation) 351 – Court Overtime 2.0 (No Calculation)
512002	Overtime Wages – Field Training Officer	620 – Sheriff Field Training Officer Pay
512003	Overtime Wages- Task Force	641 – Sheriff OH Fugitive Apr Strike Tm 649 – Sheriff OT Task Force Reimbursable
512004	Overtime Wages- PFM	650 – Sheriff OT PFM Related
513000	Seasonal/Temporary Wages	Pay Type Code: 275 – Seas/Temp (Accrd Sick No Vac) 276 – Seas/Temp (Accrd Sick and Vac) 277 – BOE Seasonal Driver/DISP 278 – FCBDD School Age Summer Center 279 – FCBDD ECE Summer Center
513100	Poll Worker Pay	
	Fringe Benefits	
514100	PERS Contribution	
514200	STRS Contribution	
514300	Medicare	
514301	FICA Taxes	
514400	COTA Contributions	
515000	Other Fringe Benefits	Pay Type Code: 249 – Above & Beyond Military Benefit 970 – Dependent Care Benefit
515001	Employee Benefit Contribution	
517000	Taxable Fringe Benefits	Pay Type Code: 749 – Cash Fringe (No PERS)* Use for taxable employee prizes for cash/cash equivalent (gift cards) 750 – Non-Cash Fringe (No PERS)* Use for taxable non-cash qualifying items 751 – FMV Domestic Partner Benefits *Verify Qualification and Amount with Commissioner's Benefits office 755 – FMV Bargaining Unit Domestic Partner *Verify Qualification and Amount with Commissioner's Benefits office 756 – FMV MORPC Domestic Partner PT Health 757 – FMV SWCD Domestic Partner Health 946 – Cell Phone Allowance

		947 – Clothing Allowance 948 – MISC Reimbursement (No PERS – Taxable)
517001	Living Wills	
517100	Life Insurance	
517200	Legal Insurance	
517300	Workers Compensation	
517301	Workers Compensation – Self Insurance Premium	
517302	Workers Compensation – Self Insurance Claims	
517303	Workers Compensation – Self Insurance Stop Loss	
517400	Unemployment Compensation	
519200	Admin Fringe Allocation	
519900	Other Fringe Benefits	Pay Type Code: 752 – FCBDD HRA FMV Medical Only 753 – FCBDD HSA FMV Medical Only 754 – FCBDD FMV Dental & Vision Only 758 – FCBDD HRA FMV Young Adult Dep 759 – FCBDD HSA FMV Young Adult Dep 760 – FCBDD HRA FNV DP + Child 945 – Adoption Assistance

Code	Description	Notes
520000	Services and Charges	Payments for services performed by persons, firms, or other County agencies, for utilities, rentals and leases, insurance, or travel. IRS Form 1099 will be issued to payees receiving more than \$600 in the calendar year according to guidelines issued by the Internal Revenue Service. Questions about 1099s should be directed to the Auditor’s Office Account Payable 614-525-7373. DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
520100	Purchased Personal Services	Payments for services provided by private companies or individuals for consulting. Include costs of transportation, meals, lodging, etc., if the individual did not account for these expenses to the County.
520101	Medical Consultants	Payments for medical and therapeutic services and for medical service contracts.
520102	Legal Consultants	
520103	Environmental Consultants	Payments for all professional services pertaining to environmental studies and reports. Examples include environmental impact studies, site examinations, excavations and surveys, state and federal regulatory inspections and related technical services.
520104	Marketing- Economic Development	
520105	IT Consultants	Payments for professional services pertaining to information technology. Examples include evaluation of information technology hardware, software and processes, development of long-range plans and development of customized programming. Use 526002 for technical support services.

520106	Training Consultants	Payments for a private agency to provide training and/or sheltered employment to clients of a County agency, and for outside training services for employment placement.
520108	Appraisers	Payments to licensed appraisal firms or Individuals.
520109	Architectural Design/Engineering	Use 544400 for services provided as part of a construction, renovation or major remodeling project.
520110	Safety and Security Services	Payments for services purchased to ensure the safety and security of clients, inmates, residents and employees, and for contract security guard services.
520111	Case Management	
520112	Financial Services	Payments for accounting or auditing work.
520113	Management Consultant Services	
520114	Occupational Therapy - OT	
520115	Physical Therapy – PT	
520116	Speech Language Pathology – SLP	
520117	Vision Services – Vision	
520118	Nursing Services - Nursing	
520120	Data Processing Managed Services	
520199	Other Professional Services	Payments to individuals or firms providing specialized, skilled services. Use this code for language and deaf interpreting services.
520200	Office Services & Expenses	
520201	Postal Services	Payments for postage, rental of post office boxes and replenishment of mail permits and postage meters, including payments to Purchasing for central mail. Use 522015 for rental of the postage meter.
520202	Courier – Delivery Services	Payments for armored and non-armored courier pick-up and/or delivery services.
520203	Phone Installation (Svc Hook-Up Fees)	Payments for account activation. Use 526006 for installation services.
520204	Telephone Services	Payments for phone service including base rate and charges for local and long distance calls. Use 526006 for installation and repair services.
520206	Advertising and Promotion	Payments for advertising in newspapers, magazines, radio or other media, as well as for general promotion. Examples include recruitment advertising, banners, posters and streamers. Use 520210 for legal advertising.
520207	Bank Account Management and Credit Bureau Fees	Payments for establishment and maintenance of banking, checking and construction retainage and escrow accounts for authorized projects and County purposes, and for credit bureau charges and locator services.
520208	Memberships	Payments for memberships in professional organizations, such as Government Finance Officers Association and the County Commissioners Association.
520209	Publications and Subscriptions	Payments for books, periodicals, pamphlets, newspapers, publications and subscriptions to internet services.
520210	Legal Advertising	Payments for legal advertising in newspapers, magazines, radio or other media services including solicitation of bids and required public notices.
520211	Pager Services	

520212	Printing of Stationery	Payments for custom printing of stationery, envelopes and business cards including payments made to Purchasing's Print Shop. Use 530204 for purchases of other types of stationery.
520213	Printing of Forms and Bulletins	Payments for custom printing of forms, licenses, permits, applications, certificates, newsletters, etc. including payments made to Purchasing's Print Shop. Use 530205 for purchases of standard printed forms and records.
520214	Copying of Blueprints and Other Documents	
520215	IT Cellphone and Data Plan Services	Payments of monthly cell phone bills and data plan charges. Use 530304 for the purchase of the cell phone or tablet. Use pay type code 956 – Cell Phone Reimbursement if providing employees an allowance.
520216	Voice Mail Services	Payments to PFM or a vendor for voice mail.
520217	Portfolio Management	
520218	Public Relations – Awareness	
520300	Insurance and Licenses	Consult the Risk Management Division of the Commissioners' Office before purchasing an insurance policy.
520301	Property Insurance	Payments of premiums for property and casualty insurance coverage and for policies on County buildings and equipment.
520302	Crime Insurance	
520303	Liability/Other Insurance	Payments of premiums for insurance policies on motor vehicles and for employee and professional liability, and medical malpractice insurance. Use the 516000 code series for insurance provided to employees as a fringe benefit.
520304	Public Officials Bonding	Payments for the bonding of any public officer, deputy or employee of the County as required by the ORC.
520305	Self-Insured Expenses	Payments for self-insurance coverage.
520306	Licenses and Permits	
520307	Taxes, Levies and Assessments	
520308	Self-Insured Settlements	Payments arising from lawsuits, judgments and negotiated settlements not covered by insurance.
520400	Travel and Training	
520401	Travel Expenses - No Overnight	Pay Type Code: 949 – Taxable Mileage Reimbursement (above Federal GSA rate) 950 – Non-taxable Mileage Reimbursement (equal to or below Federal GSA rate) 951 – Parking Reimbursement Payments of travel expenses incurred by employees as authorized in the performance of their duties. Employee reimbursements for mileage, parking and meals are subject to policies established by the County Commissioners or other oversight boards. Payments of travel expenses incurred by contractual workers if the costs have been substantiated by presenting the County with receipts, mileage statements, etc. Costs not accounted for in this manner should be charged to the same object code as was used for payment of the services rendered (e.g., 520101, 520102, etc.).

520402	Travel Expenses – With Overnight	<p>Pay Type Code: 952 – <i>Travel Reimbursement (Out-of-County)</i> Payments of travel expenses incurred by employees as authorized in the performance of their duties. Employee reimbursements and direct payments for travel, lodging, meals, telephone calls and incidental expenses are subject to policies established by the County Commissioners or other oversight boards. Payments of travel expenses incurred by contractual workers if the costs have been substantiated by presenting the County with receipts, mileage statements, etc. Costs not accounted for in this manner should be charged to the same object code as was used for payment of the services rendered (e.g., 520101, 520102, etc.).</p>
520404	Client Travel and Transportation	Payments of travel expenses incurred by employees while transporting County clients or travel expenses of county clients.
520405	Tuition Payments and Reimbursements	<p>Pay Type Code: 953 – <i>Tuition Reimbursement</i> Payments for specialized training or education, made either directly to the educational institution or instructor or indirectly as a reimbursement to an employee. Tuition reimbursements are subject to policies adopted by the appointing authority.</p>
520406	CLE Registration Fees	Payments for registration fees for seminars and classes that qualify for continuing education credit for attorneys and judges.
520407	In-House Training	Payments for services associated with training classes developed or delivered by County agencies, including interfund payments to Human Resources. Use 530104 for purchases of training materials and supplies.
520408	Training	Payments to vendors for training and staff development of County employees (on-site or off-site). Include costs for transportation, meals, lodging, etc., if the individual did not account for these expenses to the County.
520409	Hosted Events	
520410	Registration Fee – Same Day	Payments of registration fees for off-site meetings, seminars, webinars or other events that do not involve overnight lodging. Payments can be made either directly to the sponsor or host or indirectly as a reimbursement to an employee.
520411	Registration Fee – Overnight	Payments of registration fees for off-site meetings, seminars, conventions or other events that involve overnight lodging. A Travel Authorization Form must be completed in advance, detailing all costs associated with attending the event. Payments can be made either directly to the sponsor or host or indirectly as a reimbursement to an employee.
520500	Medical Services	
520502	Medical Payments-County Prisoner	

520503	Employee Immunizations and Vaccinations	Payments for immunizations and vaccinations for County employees exposed to various health hazards and risks.
520504	Client/Inmate Comfort Services	
520506	Employee Physicals	Payments related to physical examinations for County employees when mandated by state law or agency policy.
520507	Psychological Examinations	Payments for psychological examinations or testing.
520600	Utilities and Heating Fuels	
520601	Electricity	
520602	Natural Gas	
520603	Water and Sewer	
520604	Fuel Oils	
520699	Other Utility and Fuel Expenses	
520700	Transportation Services	
520701	Body Transport Services	
520702	Vehicle Towing Services	Payments of towing expenses for County or privately-owned vehicles.
520703	Commercial Moving Services	Payments of expenses associated with moving equipment, furniture and other County property.
520704	Ambulance Transport	
520800	Radio Tower Service Charges	
520900	Trash Removal	
520901	Trash Removal-Hazardous Material	
521000	Snow Removal Services	
521200	Landscaping Services	
521900	General Services	
521903	Burial Services and Plot Expenses	
521904	Filing Fees	
522000	Rentals and Short-term Leases	Payments for rent or leases unless a more specific code can be used.
522001	Leased Telephone Equipment	Payments related to leased telephone equipment.
522004	Buildings and Offices – Rent/Lease	
522005	Land – Rent/Lease	
522006	Storage Facilities – Rent/Lease	Payments for the storage of records.
522007	Vehicle Storage and Parking	Payments for the storage of County vehicles or the monthly rental of parking spaces.
522008	Office Equipment – Rent/Lease	
522010	Motor Vehicles – Rent/Lease	
522011	Heavy Equipment – Rent/Lease	Payments for rental of heavy equipment such as cranes, loaders and backhoes.
522012	Franklin Co. Internal Rent/Lease	Payments for rental or lease agreements with another county agency.
522013	Wearing Apparel Rent/Lease	
522014	IT Leases	Payments for leases of IT hardware and equipment, including copiers, with a monthly per unit payment of \$1,000 or less, as well as any data storage fees. Use 530304 or 530305 for purchase of items with a unit cost of less than \$15,000. Use object code 543202 for items with monthly per unit payments in excess of \$1,000.
522015	Postage Meter Rental	Use 520201 for postage expenses.
522100	Software Implementation	

522101	IT Software Subscription and Maintenance SaaS	Payments for annual subscription fees, including Software as a Service (SaaS) fees for software not installed locally, but accessed “in the cloud” of \$75,000 or more annually. Use 522102 for Microsoft 365 licenses. Use 530303 for fees less than \$75,000.
522102	IT Microsoft Licenses	Payments for annual software licensing fees to the Data Center for the Microsoft 365 enterprise licensing agreement.
523000	Judicial Services and Expenses	
523100	Court/Special Trial Expenses	Payments for miscellaneous trial-related expenses, or for reimbursements to another court for hearing a Franklin County case in a change of venue.
523101	Witness Fees	Payments to witnesses, including travel expenses.
523102	Foreign Judge Reimbursement	Payments to judges from outside Franklin County who hold court in the County, if the judge accounted for travel, lodging and meal expenses by filing receipts or an expense report. Otherwise, use 523103.
523103	Foreign Judge Per Diem	Payments to judges from outside Franklin County who hold court in the County, if the expenses are not itemized.
523104	Process Serving Expenses	
523105	PVT Service of Process	
523108	Restitution/Judgments/Settlement	
523109	Prosecution Expenses	
523110	Sheriff's Fees	
523112	Juror Fees	
523113	Sheriff's Fees Weight Enforcement	
523114	CSEA - Clerk Services	
523200	Transcription Expenses	Payments for court reports and other costs related to the preparation of transcripts and depositions.
523201	Transcription Expenses/Indigent	
523300	Appointed Counsel	
523301	Appointed Counsel – Legal Fees	
523313	Appointed Counsel – Expenses	Payments for investigations, long distance phone calls, parking, etc. that have been itemized by the attorney. Use 523301 for attorney fees.
523320	Third Party Trial Expenses	
524000	Social Services	Payments for social services provided under contractual agreements with public and private agencies unless a more specific code can be used. Use 556000 or 557000 for emergency assistance grants.
524001	Placement Costs	
524003	SS – Family Care & Adopt Contracts	
524004	SS – Transitional Living Services	
524005	SS – Direct Services Support	
524007	SS – Foster Parent Education	
524008	SS – Purchased Adoption Services	
524010	SS – Miscellaneous Services	
524014	FCCS Emergency Assistance	Non-taxable
524015	SS – Independent Living	
524016	SS-Kinship Permancy Incentive	

524100	Board and Care	Payments to individuals and public and private agencies for providing board and care to persons in the County's charge.
524102	Housing Assistance	
524103	Home Delivered Meals	
524107	Interpreters	
524108	Translation Services	
524109	Adult Nutritionals Delivery	
524110	Incontinency Products Delivery	
524111	Durable Medical Equipment Delivery	
524113	Managed Board & Care	
524114	Board & Care-Relative Childcare	
524115	Caregiver Services	
524116	Board & Care - Taxable	
524200	Levy – Social Services Delivery	This code series is for use by Children Services only.
524201	Levy Homebased Services	
524202	Levy Prevention Services	
524204	Levy Non-Contract Day Care	
524205	Levy Adolescent Diversion	
524206	Levy Counseling Services	
524207	Levy Homemaker & Personal Care	
524208	Levy Psychiatric Treatment	
524209	Levy Medical Services	
524210	Levy Respite Care	
524211	Levy Abuse Assessment	
524212	Levy Prot Partnership Project	
524299	Levy Misc & Non-Contract Services	
524300	Public Services/Client Allocation	Payments to entities that provide public services such as emergency shelter, homeless prevention, training, transportation, code enforcement and trash clean-up.
524400	Community Development/Activities	
525000	Maintenance and Repair Services	
525001	Auto/Body Shop Repairs	Payments to Fleet Management or an outside contractor for repair or restoration of County vehicles (labor and materials) including auto body repairs, drive train repairs, alignment services and transmission repairs. Use 525008 for routine vehicle maintenance and repairs.
525002	Equipment Maintenance and Repairs	Payments for labor and materials for equipment repairs unless more specific code can be used. Use 525009 for maintenance agreements. Use 530106 or 532600 for the purchase of repair parts only.
525003	Radio Repairs	
525004	Building and Grounds Maintenance and Repairs	Payments to PFM or an outside contractor for building repair and building and grounds maintenance and upkeep (e.g., plumbing, electrical, HVAC, pest control service, snow removal, etc.). Use 530000 code series when purchasing just maintenance supplies. Use 541300 for major remodeling or renovation projects.

525005	Infrastructure Repairs	Payments for repairs to streets and roads, storm sewers and sanitary sewers. Use 544100, 544200 or 544300 for major improvements to infrastructure.
525006	Furniture Repair and Restoration	
525008	Vehicle Maintenance and Repair	Payments to Fleet Management or to an outside contractor for routine and minor repairs for County vehicles (labor and materials). Use 525001 for major repairs. Use 532400 when purchasing just repair parts.
525009	Maintenance and Repair Agreements	Payments for equipment maintenance agreements (e.g., copiers, mailing equipment, etc.). Use 525004 for building maintenance contracts.
525010	Maintenance & Repair Special Contract	
525013	Asphalt Restoration and Repair	
525014	IT & UCC Maintenance and Repair Agreements	Payments for technology maintenance agreements.
525100	Home Repairs	
525101	Plumbing Repairs	
525102	Electrical Repairs	
525103	HVAC Repairs	
525104	Med/Safety Modifications	
525105	Sanitation/Pest Control	
525400	Interpreters	
526000	Technical Services	
526001	Lab and Testing Services	Payments for soil and water testing, drug testing of probationers, lab tests of evidence used in criminal investigations, specimen testing, etc.
526002	IT Data Processing Services	Payments to the Data Center or to an outside vendor for technical services related to information technology. Use 520105 for information technology consulting.
526003	Film Processing	Payments for photographic and micrographic film processing services. Use 530102 for purchases of photographic film/supplies. Use 530103 for purchases of micrographic supplies.
526004	Laundry and Dry Cleaning	Payments for commercial linen or uniform services. Use 530601 for uniform purchases.
526005	Electronic Monitoring	
526006	Telephone Installation and Repair	Payments to PFM or an outside contractor for telephone installation and subsequent alterations or modifications necessary for the continued operation of the equipment. Use 520203 for account activation fees.
526007	Unified Communication & Collaboration Services	Payments to the Data Center or to an outside vendor for technical services related to UCC.
526100	Settlement Fees	Payments related to tax settlements.
526101	Auditor and Treasurer Fees	
526102	DRETAC Fees	
526103	Advertising Delinquent Taxes	
526104	Election Expenses	
526105	Board of Revision Fees	
526106	Land Bank Fees	
526107	Rollback Admin Fees	

526108	Recount Filing Fees	
526109	Sales Tax Admin Fees	
526110	Tax Foreclosure Fees	
527100	Animal Claims	Payments to individuals for damages to livestock resulting from wild dogs.
527700	P-Card Expenditures	
527701	P-Card Late Fees	
528000	Inspection Services	
528001	Apiary Inspection	
529000	Agency Defined Services & Charges	
529001	Client Overpayments 97/98	
529002	State Fees	
529004	Legal Services for Settlements	
529005	Legal Settlements	
529006	Tax Offset Recovery (CSEA)	
529007	Misdirected Payments (CSEA)	
529008	Reimbursement for NSF	
529100	Cost Allocation Plan	Payments for charges under the County's cost allocation plan.
529200	Admin Services & Materials Allocation	
529300	ADAMH Board Specific Services and Charges	This code series is for use by ADAMH only.
529400	ADAMH Board Specific Services and Charges	This code series is for use by ADAMH only.
529900	Other Services and Charges	
529901	Cash Overages/Shortages	

Code	Description	Notes
530000	Materials and Supplies and Equipment < \$15,000	Payments for purchases of materials, supplies and parts and equipment valued under \$15,000. DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
530100	Office Materials and Supplies and Office Equipment < \$15,000	Use 530201 for purchases of copier supplies. Use 530203, 530204 or 530205 for purchases of paper, stationery or forms.
530101	Office Materials and Supplies	Purchases of administrative-type office items. Examples include staplers, file folders and labels, pens, calendars, inter-office envelopes, blank audio and video cassettes.
530102	Photographic Materials and Supplies	Purchases of photographic supplies and equipment. Examples include film, cameras and photographic equipment with a unit cost of less than \$15,000. Use 526003 for film processing. Use 543300 for items with a unit cost of \$15,000 or more.
530103	Micrographic Materials and Supplies	Purchases of micrographic supplies and equipment. Examples include film, fiche, and micrographic equipment with a unit cost of less than \$15,000. Use 526003 for processing of microfilm or microfiche. Use 543300 for items with a unit cost of \$15,000 or more.

530104	Training/Educational Materials and Supplies	Purchases of videos, movies, slide shows, etc. used to train County employees or to educate the general public.
530105	Furniture and Equipment < \$15,000	Purchases of office furniture or equipment with a unit cost less than \$15,000. Examples include desks, tables, chairs, bookcases and calculators. Use 530702 for purchases of kitchen appliances. Use 543101 or 543103 for items with a unit cost of \$15,000 or more.
530106	Equipment Replacement Parts	Direct purchases of replacement parts for equipment. Use 525002 for payment of both "labor and parts" on repair billings from outside contractors. Use 532400 for vehicle parts.
530107	Recreational Materials and Supplies	Use 533203 for educational and recreational equipment with a unit cost of less than \$15,000.
530200	Printing Supplies, Printed Material and Printing Equipment < \$15,000	
530201	Copier and Fax Materials & Supplies	Purchases of toner, developer and fuser agents used in maintaining copiers and fax machines. Use 525009 for maintenance agreements. Use 530203 for purchases of paper for faxes and copiers. Use 530207 for purchases of fax machines or copiers if less than \$15,000 and 543102 if \$15,000 or more.
530202	Print Shop Supplies	
530203	Paper Supplies	Purchases of copier paper, plain white envelopes, blank forms and paper products that do not require printing.
530204	Printed Stationery and Supplies	Purchases of standard printed paper products. Use 520212 for customized stationery.
530205	Printed Forms and Records	Purchases of standard printed forms and records. Use 520213 for customized forms.
530207	Copier and Fax Equipment < \$15,000	Purchases of copiers and fax machines with a unit cost of less than \$15,000. Use 525009 for maintenance agreements.
530300	Communication and Data Processing Materials & Supplies and Equipment < \$15,000	Use the 543200 code series for items with a unit cost of \$15,000 or more.
530301	Telecommunication Supplies	Purchases of materials and supplies used to install telephone equipment. Examples include cable, connectors, jacks and tie wraps.
530302	IT & UCC Parts and Supplies	Purchases of communication and information technology consumables, installation materials and repair parts.
530303	IT Purchased Software < \$15,000	Purchases of software with a unit cost of less than \$15,000. Use 522101 for software licensing or subscription fees. Use 522102 for Microsoft 365 licenses. Use 544000 for software purchases of \$15,000 or more.
530304	IT Hardware < \$15,000	Purchases of hardware other than personal computer stations such as cell phones and tablets with a unit cost of less than \$15,000.

		Use 520215 for monthly data plan charges. Use 543200 for items with a unit cost of \$15,000 or more.
530305	IT Computer Stations < \$15,000	Purchases of new or replacement computers, monitors or desktop printers. Use 530304 for purchases of cell phones and tablets. Use 543200 for items with a unit cost of \$15,000 or more.
530307	Unified Communication & Collaboration Hardware < \$15,000	Purchase of UCC hardware less than \$15,000. Use 543207 for items with a unit cost of \$15,000 or more
530400	Cleaning/Housekeeping Supplies and Equipment < \$15,000	Purchases of toilet paper, janitorial supplies, brooms, mops, buckets, rags, soaps, detergents, disinfectants, waxes and similar items and equipment with a unit cost of less than \$15,000. Use 543800 for items with a unit cost of \$15,000 or more.
530401	Laundry Supplies	Purchases of laundry soaps, bleach and other laundry supplies.
530500	Medical/Dental/Lab Materials & Supplies and Equipment < \$15,000	Purchases of lab materials and supplies, such as rubber tubing, glassware, and litmus paper, and medical, dental or laboratory equipment with a unit cost of less than \$15,000. Use 543500 for items with a unit cost of \$15,000 or more.
530501	Medical Supplies	
530504	Drug Supplies	Purchases of prescription and non-prescription drugs.
530505	Antitoxins and Vaccines	Purchases of diphtheria antitoxin for indigent persons (ORC Section 307.63) and rabies vaccines.
530506	Perishable Reagents	Purchases of perishable reagents used in drug testing and other toxicology laboratory evaluations.
530508	First Aid Supplies	
530600	Wearing Apparel/Linens/Bedding	
530601	Employee Uniforms	Purchases of uniforms. Use 526004 for the rental and cleaning of uniforms. Use 530604 for plain clothes allowance.
530602	Client/Inmate Clothing	
530603	Linens, Towels and Bedding	
530604	Plain Clothes Allowance	Pay Type Code: 955 – Clothing Reimbursement
530700	Edible Products and Food Handling Materials and Supplies and Equipment < \$15,000	
530701	Food Items for Human Consumption	
530702	Food Handling Materials and Supplies	Purchases of dishware, eating and cooking utensils, pots and pans, trays, kitchenware, napkins and tablecloths used in preparing and serving food. Also includes purchases of kitchen appliances with a unit cost of less than \$15,000. Use 543800 for items with a unit cost of \$15,000 or more.
530703	Dishwashing Supplies	Purchases of supplies for dishwashing operations including dishwashers with a unit cost of less than \$15,000.
530800	Safety and Security Supplies	Purchases of supplies such as night sticks, handcuffs, mace, belts, holsters, flares, fire extinguishers, smoke detectors, helmets, and bullet-proof vests.

		Use 533502 for safety and security equipment purchases with a unit cost of less than \$15,000.
530900	Agricultural and Animal Care Materials and Supplies and Equipment < \$15,000	
530901	Agricultural, Horticultural and Landscaping Materials and Supplies	Purchases of plants, fertilizer, mulch, weed killer and rakes, shovels and lawnmowers with a unit cost of less than \$15,000. Use 525004 for payments for grounds keeping services.
530902	Landscaping Supplies	
530903	Animal Feed	
530904	Animal Care Supplies	
531000	Client and Inmate Aids	Purchases of toiletries and personal hygiene items for clients and inmates, such as soap, toothpaste, toothbrushes, cosmetics and feminine hygiene products.
531001	Client Appliances and Furniture	Purchases of appliances and furniture for clients of County agencies, with a unit cost of less than \$15,000.
531100	General and Other Expenses	
531102	Plaques, Awards and Certificates	Purchases of awards, plaques, certificates and novelty gifts used by County agencies for community and agency recognition ceremonies and events.
531103	Grave Markers	
531104	Licensing/Permit Supplies	
531105	Signage Materials and Supplies	
531200	Election Supplies	
531300	Chemicals	Purchases of industrial chemicals, such as salt, chlorine, nitrogen, and other gases.
532100	Gasoline and Other Fuels	Purchases of gasoline and diesel fuel used to operate vehicles owned, leased, or rented by the County.
532200	Oil, Grease & Lubricants	Purchases of oil, grease and lubricants used to maintain vehicles owned, leased, or rented by the County.
532300	Tires and Tubes	Purchases of tires and tubes for vehicles owned, leased, or rented by the County.
532400	Motor Vehicle Repair Parts and Accessories	Direct purchases of vehicle parts and supplies such as batteries, cables, spark plugs and paint. Use 525002 for parts and supplies used by outside contractors for the repair and maintenance of County vehicles.
532600	Heavy Equipment and Machinery Parts	Purchases of repair parts for bulldozers, graders, trench diggers and other heavy equipment.
533000	Maintenance and Repair Materials & Supplies	Purchases of materials and supplies used for maintenance and repairs, unless a more specific code can be used.
533100	Disposable Maintenance and Repair Supplies	Purchases of cleaners, solvents and other supplies used by the print shop and in building maintenance.
533200	Equipment Modifications and Repairs	Purchases of materials and supplies used for repairs of and modifications to equipment, unless a more specific code can be used.
533201	Modifications and Repairs to Office and Data Processing Equipment	Use 525002 for parts and labor billed by an outside contractor for equipment repair. For purchases costing less than \$15,000, use 530105 for office equipment and 530304 for data processing equipment.

533202	House/Grounds Keeping Equipment	
533203	Educational and Recreational Equipment and Supplies	Purchases of educational and recreational supplies and equipment with a unit cost of less than \$15,000, such as phonographs, music recordings, cards, games, charts and displays. Use 543700 for items with a unit cost of \$15,000 or more.
533204	Med/Dental/Lab/Therapy Equipment	
533300	Building and Structural Supplies and Equipment < \$15,000	Purchases of toilets, sinks, doors, blinds, lighting fixtures, carpeting, lumber, replacement windows, ceiling tile, floor tile, drywall, and miscellaneous construction supplies.
533301	Building and Building Maintenance and Repair Supplies	
533302	HVAC Equipment and Supplies	Purchases of heating and cooling equipment with a unit cost of less than \$15,000, and materials and supplies such as gaskets, limit switches and sight glasses.
533303	Plumbing and Refrigeration Equipment and Supplies	Purchases of refrigeration equipment with a unit cost of less than \$15,000 as well as supplies for plumbing repair, such as washers, valves, diaphragms, fittings, couplings, connectors and putty, and for refrigeration repair, such as refrigeration oil, thermostatic valves and suction and discharge lines.
533304	Electrical Supplies and Fixtures	Purchases of batteries, tubes, light bulbs and ballasts. Use 533411 for purchases of electrical supplies used in association with County roads, parking lots, bridges and walkways.
533305	Keys and Locks	Purchases of key blanks, locks, cylinders, pins and cores.
533306	Paint and Painting Supplies	Purchases of paint, graffiti removers, cleaning solvents, brushes, spray guns, rollers and masking tape.
533400	Materials and Supplies for Roads, Bridges and Walkways	Purchases of gravel, tar and other supplies used in the repair and maintenance of roadways, parking lots and walkways, unless a more specific code can be used.
533401	Bituminous	
533402	Cement	
533403	Stone	
533404	Salt	
533405	Pipe	
533406	Guardrail	
533407	Traffic Supplies	
533408	Sand	
533409	Survey Supplies	
533410	Road Maintenance Supplies	
533411	Electrical Supplies	Purchases of electrical supplies used in association with County roads, parking lots, bridges and walkways. Use 533304 for other purchases of electrical supplies.
533412	Steel	
533413	Lumber	
533414	Ice Ban	
533415	Material and Supplies for Bridges	Purchases of materials and supplies used in the repair and maintenance of bridges (i.e. sealant/grout/caulking, mortar, joints, fasteners and bolts, spray foam, lumber, tiles and ties, mesh, pipe and similar items).

533416	Drainage Materials	
533500	Minor Tools, Equipment and Hardware < \$15,000	Purchases of expendable and non-expendable equipment and tools with a unit cost of less than \$15,000.
533501	Medical/Lab/Therapeutic Equipment < \$15,000	Use 543500 for purchases of \$15,000 or more.
533502	Safety and Security Equipment < \$15,000	Use 543600 for purchases of \$15,000 or more.
533503	Food Handling/Housekeeping Equipment < \$15,000	Use 543800 for purchases of \$15,000 or more.
533601	Water Hydrants	
533602	Water Meters – Commercial	
533603	Water Meters – Residential	
533900	Other Maintenance & Repair Supplies	
539000	Agency Defined Materials and Supplies	
539500	Purchase Reimbursements	Pay Type Code: 954 – Other Reimbursement Reimbursements to employees for authorized purchases of miscellaneous materials and supplies.
539900	Other Materials and Supplies	

Code	Description	Notes
540000	Capital Outlays	<i>Payments for equipment with a cost of \$15,000 or more and a useful life of more than one year, and for major construction, renovation, and remodeling projects.</i> DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
540100	Land Purchase	Purchases of real estate to which the County, the County Commissioners or a County Board will hold title, including property taken through eminent domain for road projects. When purchasing real estate that includes land and a building, record only the estimated value of the land in this code. The seller in this transaction may be subject to IRS 1099-S reporting. Contact the Auditor's Office Accounts Payable Department at 614-525-7393 for additional information.
540101	Relocation Assistance	Engineers – Relocation assistance for right of way purchases
540200	Land Improvements	Payment of costs incurred in developing land, such as fencing and fill dirt. Use 541300 for building renovations or improvements.
540300	Land Repairs	
540400	Land Damages	
540500	Land Easements	
541100	Building Purchase	Purchases of buildings or structures to which the County, the County Commissioners or a County Board will hold title. When purchasing real estate that includes land and a building, record only the estimated value of the building in this code.
541200	Building Construction	Payments to contractors and subcontractors for the construction of County buildings and structures. Examples include payments to general contractors, electrical contractors and HVAC contractors.

541300	Building Remodeling and Rehabilitation	Payments made to contractors, subcontractors or PFM for the remodeling or rehabilitation of County buildings and structures.
541400	Building Demolition and Site Preparation	Payment of demolition and site preparation costs if the County intends to erect a new County building in its place. Use 525007 for costs less than \$15,000.
543000	Machinery and Equipment > \$15,000	Payments for machinery and equipment to be capitalized. Use the 530000 code series for items with a unit cost of less than \$15,000.
543100	Furniture and Fixtures > \$15,000	Payments for furniture and fixtures to be capitalized. Use 530105 for items with a unit cost of less than \$15,000.
543101	Office Furniture	
543102	Copiers and Fax Machines	Use 525009 for maintenance agreements. Use 530207 for items with a unit cost of less than \$15,000.
543103	Office Machinery and Equipment	Use 525009 for maintenance agreements. Use 533500 for items with a unit cost of less than \$15,000.
543200	Data Processing and Telecommunication Equipment	Agencies for whom the County Commissioners are the contracting authority must receive Data Board approval for purchases in this code series prior to making the purchase or entering the contract. Use 525009 for maintenance agreements. Use 530304 or 530305 for items with a unit cost of less than \$15,000. Use 530303 or 544000 for software purchases.
543201	Personal Computers	Inactive Code – Do Not use Use 530305 for personal computers and printers with a unit cost of less than \$15,000. Use 543202 for purchases of servers and other IT equipment with a unit cost of \$15,000 or more.
543202	IT Capital Hardware	Purchases of servers and other IT equipment with a unit cost of \$15,000 or more. Lease of servers and other IT equipment with a monthly payment in excess of \$15,000. Use 530304 or 530305 for items with a unit cost of less than \$15,000.
543203	Imaging Equipment	Purchases of document imaging equipment other than cameras and microfilming equipment. Use 525009 for maintenance agreements. Use 530305 for items with a unit cost of less than \$15,000. Use 543300 for cameras or microfilming equipment.
543204	Document Storage and Retrieval Equipment	Purchases of document storage and retrieval equipment other than cameras and imaging or microfilming equipment. Use 525009 for maintenance agreements. Use 530305 for items with a unit cost of less than \$15,000. Use 543300 for cameras or microfilming equipment.
543205	Telecommunication Equipment	Use 525009 for maintenance agreements. Use 530304 for items with a unit cost of less than \$15,000.
543206	Other Equipment	Purchase of items such as computers and other peripheral equipment associated with capital software and hardware purchases, but items would not be capitalized for financial reporting purposes.
543207	Unified Communication & Collaboration Capital Hardware	Purchase of UCC hardware > \$15,000 per unit.

543300	Reproduction and Photographic Equipment	Purchases of cameras and microfilming equipment. Use 525009 for maintenance agreements. Use 530102 or 530103 for items with a unit cost of less than \$15,000. Use 543203 for scanners.
543400	Motor Vehicles	Purchases of buses, motorcycles, and ambulances.
543401	Automobiles	
543402	Trucks	
543403	Heavy Machinery	Purchases of bulldozers and other heavy equipment.
543404	Vehicle Equipment	Purchases of vehicle equipment (primarily for patrol cruisers) such as light bars, consoles, push bumpers, etc. that are attached to the vehicle, but would not be capitalized for financial reporting purposes.
543500	Medical/Lab/Therapeutic Equipment	Use 525009 for maintenance agreements. Use 533501 for items with a unit cost of less than \$15,000.
543600	Safety and Security Equipment	Use 525009 for maintenance agreements. Use 533502 for items with a unit cost of less than \$15,000.
543800	Food Handling and Housekeeping Equipment	Use 525009 for maintenance agreements. Use 530702 for food-handling materials and supplies. Use 530400 for housekeeping materials and supplies. Use 533503 for equipment with a unit cost of less than \$15,000.
544000	IT Capital Software/Development	Purchases/development of software with a unit cost of \$15,000 or more. Use 522101 for SaaS (Software as a Service) fees. Use 522103 for software licensing or subscription fees. Use 522102 for Microsoft licenses. Use 530303 for software purchases less than \$15,000.
544001	IT SAAS	Purchase of Software as a Service (SaaS) that is part of a capital IT purchase. Only use this object code in a capital project fund (i.e. Funds that begin with a "4") See 522101 for SaaS license fees that are made in any other type of fund.
544100	Road Construction	Do not use this code to record County labor used in road construction projects.
544200	Bridge and Culvert Construction	Do not use this code to record County labor used in bridge and culvert projects.
544300	Water and Sewer Lines	
544400	Architectural/Engineering Design	Payment of costs for architectural and engineering services related to a capital project.
544500	Appraisal Fees	
544600	Infrastructure Materials and Equipment	
545300	Leases	Payments for leases that are greater than twelve months and/or qualify as a financed purchase.
549200	Admin Cap Outlay Allocation	
549900	Other Capital Assets	

Code	Description	Notes
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550000	Grants	Use the 570000 code series for monies given to County agencies. DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
552000	Grants to State	
553000	Grants to Other Governments	Payments to other governmental entities to fund part of their operations.
553001	Grants to Community Authority	
553100	Grants to County Agencies	Payments to County agencies through grant programs.
554000	Grants to Non-Profit Organizations	Payments to non-profit organizations to support their programs.
555000	Grants to Individuals	
556000	Grants for Client Assistance	Payments to vendors for commodities or services for clients of County agencies. Examples include legal services, burial services, food, clothing and utilities.
557000	Grants for Rent	Payments to landlords for clients of County agencies. Use 556000 for mortgage payments.
559000	Agency Defined Grants	
559002	Grant – Independent Living	
559003	Purchase on Behalf	
559004	Purchase on Behalf - Loan	
559100	Grants – CED Specific	
559111	Homeownership Grants	
559112	Home Rehabilitation Grants	
559113	Homeless & Special Needs Grants	
559114	Multi-Family Housing Grants	
559115	Housing Program Management Grants	
559120	Target Area Revitalization Grants	
559121	Infrastructure Grants	
559130	Economic Development and Economic Opportunity Grants	
559131	Economic Development – Brownfield	
559132	Economic Development Business Loans	
559141	Fair Housing Services Grants	
559143	General Administration	

Code	Description	Notes
560000	Debt Service	DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
561100	Bond Principal	
561200	Note Principal	
561300	Loan Principal	
562100	Bond Interest	
562200	Note Interest	
562300	Loan Interest	
563000	Debt Issuance Costs	Payments for miscellaneous legal fees and bond-rating agency fees related to the issuance of bonds by the County or a related entity.

Code	Description	Notes
570000	Other Financing Uses	DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
573300	Operating Transfers Out	Moneys transferred from one County fund to another to be used in operations, including County matching funds for grants.
573500	Debt Service Transfers Out	Moneys transferred from one County fund to another in anticipation of future debt service obligations.
573600	Residual Equity Transfers Out	Moneys transferred from one County fund to another that are non-recurring.
574002	Refund of Prior Year Funds	
575100	Principal Loaned – Interfund	Moneys transferred from one County fund to another with expectation of repayment.
575200	Principal Repayment – Interfund	Moneys transferred from one County fund to another as repayment of a loan made previously.
575300	Interest Repay – Interfund	

Code	Description	Notes
580000	Contingencies	Primarily used by OMB.
581400	Payment to Refunded Bond Agent	

Code	Description	Notes
590000	Social Services	Social Services includes expenditures made by an agency to a third-party vendor for services and supplies that are provided directly to the agency's clients to improve each client's health, safety, or welfare. The following Object Codes are only applicable for the following agencies: ADAMH, Board of Developmental Disabilities, Children Services, Job and Family Services and Office on Aging. DO NOT USE THIS CODE FOR ACTUAL EXPENDITURE TRANSACTIONS.
593100	Client Aids	Purchases of toiletries and personal hygiene items for clients, such as soap, toothpaste, toothbrushes, cosmetics and feminine hygiene products.
593101	Client Appliances and Furniture	Purchases of appliances and furniture for clients of County agencies.
593102	Client Plaques, Awards and Certificates	Purchases of plaques, awards, certificates and novelty gifts used by Social Services agencies for client recognition ceremonies and events.
593203	Client Educational and Recreational Equipment and Supplies	Purchases of educational and recreational equipment and supplies, such as phonographs, music recordings, cards, games, charts and displays.
593204	Client Supplies & Equipment SLP	Purchases of client supplies and equipment for speech language pathology.
593205	Client Supplies & Equipment OT	Purchases of client supplies and equipment for occupational therapy.
593205	Client Supplies & Equipment PT	Purchases of client supplies and equipment for physical therapy.
593500	Client Medical/Dental/Lab Materials, Supplies and Equipment < \$15,000	Purchases of lab materials and supplies, such as rubber tubing, glassware and litmus paper, and medical, dental or laboratory equipment.
593501	Client Medical Supplies	Purchase of medical supplies for clients.

593504	Client Drug Supplies	Purchase of prescription and non-prescription drugs for agency clients.
593602	Client Clothing	Purchase of clothing for agency clients.
593700	Edible Items and Food Handling Materials, Supplies and Equipment < \$15,000	Purchase of edible products for client consumption and food handling materials, supplies and equipment for the preparation and service of food to clients.
593701	Food Items for Client Consumption	Purchases of food items for client consumption.
593702	Client Food Handling Materials and Supplies	Purchase of dishware, eating and cooking utensils, pots and pans, kitchen appliances, trays, kitchenware, napkins and tablecloths used in preparing and serving food to clients.
593900	Other Client Materials and Supplies	Purchases of other materials and supplies for agency clients. For use when a more specific code is not available.
594000	Social Services	Payments for social services provided under contractual agreements with public and private agencies unless a more specific code can be used.
594003	SS-Family Care and Adoption Contracts	This code series is for use by Children Services only.
594004	SS-Transitional Living Services	This code series is for use by Children Services only.
594005	SS-Direct Support Services	This code series is for use by Children Services only.
594007	SS-Foster Parent Education	This code series is for use by Children Services only.
594008	SS-Purchased Adoption Services	This code series is for use by Children Services only.
594010	SS-Miscellaneous Services	This code series is for use by Children Services only.
594014	FCCS Emergency Assistance (No Tax)	This code series is for use by Children Services only.
594015	SS-Independent Living	This code series is for use by Children Services only.
594016	SS-Kinship Permanency Incentive	This code series is for use by Children Services only.
594100	Board and Care	Payments to individuals and public and private agencies for providing board and care to persons in the County's charge.
594102	Housing Assistance	Payments to individuals and public and private agencies for providing housing assistance to agency clients.
594109	Adult Nutritionals Delivery	Purchases of adult nutritional items, such as meals, delivered to agency clients.
594110	Incontinency Products Delivery	Purchases of incontinency products delivered to agency clients.
594111	Durable Medical Equipment Delivery	Purchases of durable medical equipment delivered to agency clients.
594113	Managed Board and Care	Payments to managed care providers for board and care to persons in the County's charge.
594115	Caregiver Services	Payments for services provided to caregivers of the agency's clients, such as respite care.
594116	Kinship	Payments for services provided to kinship caregivers of the agency's clients with services that may include, but are not limited to clothing, food, appliances, etc.
594202	Levy – Prevention Services	This code series is for use by Children Services only.
594204	Levy – Non-Contract Day Care	This code series is for use by Children Services only.
594206	Levy – Counseling Services	This code series is for use by Children Services only.
594207	Levy – Homemaker and Personal Care	This code series is for use by Children Services only.
594208	Levy – Psychiatric Treatment	This code series is for use by Children Services only.
594209	Levy – Medical Services	This code series is for use by Children Services only.
594210	Levy – Respite Care	This code series is for use by Children Services only.
594212	Levy – Protection Partnership Project	This code series is for use by Children Services only.
594299	Levy – Miscellaneous and Non-Contract Services	This code series is for use by Children Services only.

594300	Client Interpreters/Translation	Payments to individuals and public and private agencies for providing interpreter services to support services delivery to agency clients.
594302	Legal Consultants for Clients	Payments to individuals and public and private agencies for providing legal consultant services to agency clients.
594311	Case Management	Payments to individuals and public and private agencies for providing case management services to agency clients.
594314	Therapy – Occupational Therapy	Payments to individuals and public and private agencies for providing occupational therapy to agency clients.
594315	Physical Therapy	Payments to individuals and public and private agencies for providing physical therapy to agency clients.
594316	Speech Language Pathology	Payments to individuals and public and private agencies for providing speech language pathology services to agency clients.
594317	Vision Services	Payments to individuals and public and private agencies for providing vision services to agency clients.
594318	Nursing Services	Payments to individuals and public and private agencies for providing nursing services to agency clients.
594399	Other Professional Social Services	Payments to individuals and public and private agencies for providing other professional social services to agency clients. For use when a more specific object code is not available.
594400	Educational and Recreational Services	Payments to individuals and public and private agencies for providing educational and recreational serves to agency clients.
594401	Client Travel and Transportation (Taxable)	Payment of travel expenses incurred by employees while transporting County clients or travel expenses of agency clients that are taxable.
594402	Client Reimbursement – Non-Taxable	Payments for reimbursements to clients for expenses related to agency services that are non-taxable.
594403	Client Reimbursement - Taxable	Payments for reimbursements to clients for expenses related to agency services that are taxable.
594404	Client Travel and Transportation (Non-Taxable)	Payments of travel expenses incurred by employees while transporting County clients or travel expenses of agency client that are non-taxable.
594409	Hosted Events for Clients	Payments for events hosted by agencies in honor of or to provide services to clients. These may include awards ceremonies or trainings.
594500	Home Repairs – Social Services	Payments by Social Services agencies to individuals and public and private agencies for providing repairs to client's homes in order for the clients to maintain safe housing.
594505	Client Sanitation and Pest Control	Payments to individuals and public and private agencies for providing sanitation and pest control services in clients' homes.
594601	Client Lab and Testing Services	Payments to individuals and public and private agencies for providing drug testing, specimen testing, etc. of agency clients.
594604	Client Laundry and Dry Cleaning	Payments to individuals and public and private agencies for providing laundry and dry cleaning service to agency clients.
594607	Client Fingerprinting and Background Checks	Payments for fingerprinting and background checks of clients. Use 520110 for fingerprinting and background checks for employees.

594700	Client Transportation Services	Payments to individuals and public and private agencies for providing transportation services to agency clients.
594900	Other Purchased Social Services	Payments to individuals and public and private agencies for providing other purchased social services to agency clients. For use when a more specific object code is not available.
5993xx	ADAMH Board Specific Mental Health Services and Charges	This code series is for use by ADAMH only.
5994xx	ADAMH Board Specific Alcohol and Other Drug Services and Charges	This code series is for use by ADAMH only.
5995xx	ADAMH Board Specific Integrated Care Services and Charges	This code series is for use by ADAMH only.
5996xx	ADAMH Board Specific Information Dissemination Services and Charges	This code series is for use by ADAMH only.