

TRANSFER OF FUNDS
Various Units and Objects

THE CHIEF EXECUTIVE OFFICER RECOMMENDS THE FOLLOWING:

The various transfers of funds were requested by the Central Office Departments during the month of March. All transfers are budget neutral. A brief explanation of each transfer is provided below:

1. Office of Research, Evaluation & Accountability

The following transfer will enable the Office of Research, Evaluation & Accountability to pay for consultant services for scoring the spring 2004 City Wide English Language proficiency test.

Transfer from:	0012-210-000-1028-5310	Commodities – Textbooks	\$	135,000
Transfer to:	0012-210-000-1028-5410	Services – Professional + Tech	\$	135,000

2. Office of Chief of Staff – Audit Services

The following transfer will enable the Office of Chief of Staff Audit Services division to purchase office equipment.

Transfer from:	0110-210-000-1013-5420	Seminar, Fees, Subsc, Prof Memb	\$	1,275
Transfer to:	0110-210-000-1013-5730	Property – Equipment	\$	1,275

3. Office of External Resources & Partnerships

The following transfers will enable the Office of External Resources & Partnerships to purchase supplies & office equipment.

Transfer from:	0112-210-000-1092-5400	Services – Contractual	\$	1,560
Transfer to:	0112-210-000-1092-5730	Property – Equipment	\$	1,560
Transfer from:	0112-210-000-1092-5410	Services – Professional + Tech	\$	1,500
Transfer to:	0112-210-000-1092-5320	Commodities – Supplies	\$	1,500

4. Office of School & Community Relations

A. The following transfer will enable the Office of School & Community Relations to purchase instructional materials for the Parent & Community Training Academy.

Transfer from:	0130-242-813-8010-5214	Career Serv. Sal. – Other	\$	1,000
Transfer to:	0130-242-813-8010-5310	Commodities – Textbooks	\$	1,000

B. The following transfer will enable the Office of School & Community Relations to allocate funds to The Law Department for the pre- and post challenge.

Transfer from:	0130-210-000-6050-5410	Services – Professional + Tech	\$	30,000
Transfer to:	0014-210-000-1011-5410	Service – Professional + Tech	\$	30,000

5. Office of Technology Services

The following transfer will enable the Office of Technology Services to pay for tables and Hewlett Packard equipment.

Transfer from:	0220-210-000-1108-5520	Carfare	\$	10,262
Transfer to:	0220-210-000-1108-5730	Property – Equipment	\$	10,262

6. Office of Procurement & Contracts

The following transfers will enable the Office of Procurement & Contracts to pay for printing services & subscriptions not anticipated during budget planning season.

Transfer from:	0240-210-000-1004-5340	Commodities – Food Supplies	\$	339
Transfer to:	0240-210-000-1004-5461	Services – Printing Other	\$	339
Transfer from:	0240-210-000-1004-5320	Commodities – Supplies	\$	1,800
Transfer to:	0240-210-000-1004-5461	Services – Printing Other	\$	1,705
Transfer to:	0240-210-000-1004-5420	Seminar, Fees, Subsc, Prof Memb	\$	95

7. Office of Teachers Academy for Professional Development

A. The following transfer will enable the Office of Teachers Academy for Professional Development to replace office equipment

Transfer from:	0300-239-821-1572-5340	Commodities – Food Supplies	\$	20,000
Transfer to:	0300-239-821-1572-5730	Property – Equipment	\$	20,000

B. The following transfer will enable the Office of Teachers Academy for Professional Development to pay the costs of travel, lodging, and per diem expenses for sending teachers to conference in Houston.

Transfer from:	0300-210-000-1572-5113	Teacher Salaries – Extended Day	\$	11,300
Transfer to:	0300-210-000-1572-5500	Travel Expense	\$	11,300

C. The following transfer will enable the Office of Teachers Academy for Professional Development to pay for consultant services.

Transfer from:	0300-239-821-1572-5113	Teacher Salaries – Extended Day	\$	4,400
Transfer to:	0300-239-821-1572-5500	Travel Expense	\$	4,000
Transfer to:	0300-239-821-1572-5410	Services – Professional + Tech	\$	400

D. The following transfers will enable the Office of Teachers Academy for Professional Development to purchase an additional copy machine, support equipment for facilitation of workshops, service contracts for existing and new equipment, and travel expenses for staff attending New Teacher Mentoring Conference at University of Memphis.

Transfer from:	0300-239-821-1572-5113	Teacher Salaries – Extended Day	\$	22,500
Transfer to:	0300-239-821-1572-5730	Property – Equipment	\$	16,000
Transfer to:	0300-239-821-1572-5470	Services – Repair Contracts	\$	3,000
Transfer to:	0300-239-821-1572-5500	Travel Expense	\$	3,500

Office of Teachers Academy for Professional Development - (Continues)

- E. The following transfers will enable the Office of Teachers Academy for Professional Development to pay for a non-board employee currently filling an administrative position.

Transfer from:	0300-210-000-1010-5460	Services – Printing	\$	1,510
Transfer from:	0300-210-000-1010-5470	Services – Repair Contracts	\$	664
Transfer from:	0300-210-000-1010-5730	Property – Equipment	\$	356
Transfer from:	0300-210-000-1010-5520	Carfare	\$	190
Transfer from:	0300-210-000-1010-5500	Travel Expense	\$	3,601
Transfer to:	0300-210-000-1572-5214	Career Serv. Sal. – Other	\$	6,321

8. Office of Mathematics & Science

The following transfer will enable the Office of Mathematics & Science to pay for office operations.

Transfer from:	0330-210-000-1521-5520	Carfare	\$	4,500
Transfer to:	0330-210-000-1521-5420	Seminar, Fee, Subsc, Prof Memb	\$	2,000
Transfer to:	0330-210-000-1521-5730	Property Equipment	\$	2,500

9. Office of Principal Preparation & Development

- A. The following transfer will enable the Office of Principal Preparation & Development to pay for repairs and purchase postage.

Transfer from:	0340-210-000-1087-5310	Commodities – Textbooks	\$	150
Transfer to:	0340-210-000-1087-5470	Services – Repair Contracts	\$	150
Transfer from:	0340-210-000-1087-5460	Services – Printing	\$	1,300
Transfer to:	0340-210-000-1087-5390	Commodities – Postage	\$	1,300

- B. The following transfer will enable the Office of Principal Preparation & Development to purchase software.

Transfer from:	0340-210-000-1087-5520	Carfare	\$	963
Transfer to:	0340-210-000-1087-5311	Commodities – Software	\$	963

10. Office of Education to Careers

- A. The following transfer will enable the Office of Education to Careers to purchase supplies for citywide programs.

Transfer from:	0910-210-000-1661-5730	Property – Equipment	\$	2,000
Transfer to:	0910-210-000-1661-5320	Commodities - Supplies	\$	2,000

- B. The following transfers will enable the Office of Education to Careers to pay for the rental of space and buses for the Military College Fair.

Transfer from:	0910-210-000-1661-5730	Property – Equipment	\$	2,500
Transfer to:	0910-210-000-1661-5510	Student Transportation	\$	2,000
Transfer to:	0910-210-000-1661-5480	Services – Space Rental	\$	500
Transfer from:	0910-210-000-2260-5461	Services – Printing Other	\$	2,000
Transfer to:	0910-210-000-1661-5510	Student Transportation	\$	2,000

11. Office of New School Development

- A. The following transfer will enable the Office of New School Development to transfer funds to the After School Programs in School Management to purchase software & licenses for Acrobat & Publisher.

Transfer from:	0440-210-000-8127-5730	Property – Equipment	\$	500
Transfer to:	0953-210-000-8127-5311	Commodities - Software	\$	500

- B. The following transfer will enable the Office of New School Development to transfer funds to the Office of After School Programs in School Management to purchase office supplies and to Reimburse staff for approved purchases.

Transfer from:	0440-210-000-8127-5460	Services – Printing	\$	1,200
Transfer to:	0953-210-000-8127-5320	Commodities – Supplies	\$	1,200

12. Office of Specialized Services

- A. The following transfer will enable the Office of Specialized Services to pay for software File Maker for the Office of Management Information System-Specialized Services.

Transfer from:	0450-210-000-2922-5440	Services – Equipment Rental	\$	10,600
Transfer to:	0450-210-000-2922-5311	Commodities - Software	\$	10,600

- B. The following transfer will enable the Office of Specialized Services to pay for office equipment.

Transfer from:	0450-210-000-2922-5440	Services – Equipment Rental	\$	20,000
Transfer to:	0450-210-000-1606-5730	Property – Equipment	\$	20,000

- C. The following transfer will enable the Office of Specialized Services/School Support Services to pay for transportation of students to the annual Chicago Public Schools' Vision Fair.

Transfer from:	0966-239-196-7940-5480	Services – Space Rental	\$	1,000
Transfer to:	0966-239-196-7940-5510	Student Transportation	\$	1,000

- D. The following transfer will enable the Office of Specialized Services/School Support Services to pay for School Based Problem Solving substitute teachers.

Transfer from:	0965-210-763-1665-5410	Services – Professional + Tech	\$	3,000
Transfer to:	0965-210-763-1665-5150	Teacher Salaries - Substitutes	\$	3,000

- E. The following transfer will enable the Office of Specialized Services/School Support Services to cover the cost of the annual calibration of hearing equipment.

Transfer from:	0965-210-000-3670-5730	Property – Equipment	\$	8,166
Transfer to:	0965-210-000-3670-5470	Services – Repair Contracts	\$	8,166

13. Office of Operations

The following transfer will enable the Office of Operations/Asset Management to fund \$100/month to POD engineers and roving crew for vehicle usage reimbursements.

Transfer from:	0944-552-000-4457-5320	Commodities - Supplies	\$	5,000
Transfer to:	0944-552-000-4457-5520	Carfare	\$	5,000

14. Office of Human Resources

- A. The following transfer will enable the Office of Human Resources to pay community Local Professional Development Council (LPDC) representatives.

Transfer from:	0710-239-821-1082-5460	Services – Printing	\$	10,000
Transfer to:	0710-239-821-1082-5214	Career Serv. Sal. – Other	\$	10,000

- B. The following transfer will enable the Office of Human Resources to purchase supplies for Teacher Recruitment.

Transfer from:	0710-239-821-1405-5430	Services – Telecommunications	\$	5,000
Transfer to:	0710-239-821-1405-5320	Commodities – Supplies	\$	5,000

- C. The following transfers will enable the Office of Human Resources to purchase supplies for Teacher Housing in order to improve the quality of outreach to CPS teachers.

Transfer from:	0710-210-000-1417-5730	Property – Equipment	\$	374
Transfer from:	0710-210-000-1417-5410	Services – Professional + Tech	\$	800
Transfer to:	0710-210-000-1417-5320	Commodities – Supplies	\$	1,174

15. Department of Finance

The following transfer will enable the Department of Finance – Payroll Services and School Business Services to cover unanticipated miscellaneous and overtime payrolls.

Transfer from:	0200-210-000-7892-5410	Services – Professional + Tech	\$	125,685
Transfer to:	0963-210-000-7862-5214	Career Serv. Sal. – Other	\$	13,379
Transfer to:	0230-210-000-1129-5240	Career Serv. Sal. – Overtime	\$	77,217
Transfer to:	0230-210-000-1129-5214	Career Serv. Sal. – Other	\$	35,089

16. Department of Law

The following transfer will enable the Department of Law to transfer funds to the Office of Technology Services for document production request for E-Rate.

Transfer from:	0014-210-000-1011-5320	Commodities – Supplies	\$	1,316
Transfer to:	0220-210-000-1108-5320	Commodities – Supplies	\$	1,316

Transfers Due to Change in Unit Numbers

The following is provided to report the changes in the FY2004 budget. The fund, project, program, object and dollars remain the same. The only change is the unit designation.

Office of Research, Evaluation and Accountability

Transfer will allow the Funded Program function in the Office of Research, Evaluation and Accountability to be moved to the Office of Management and Budget, Office of School and Community Relations and Department of Finance. A total of 1 position will be moved to the Department of Finance for a total of \$119,990. A total of 3 positions for the Parent Resource Center will be moved to the Office of School and Community Relations for a total of \$193,923. A total of 11 positions and non-personnel services will be moved to the Office of Management and Budget for a total of \$1,350,411.


Transfer will allow the NCLB SES function in the Office of Research, Evaluation and Accountability to be moved to the Office of School Management. A total of 6 positions and non-personnel services will be moved to the Office of School Management for a total of approximately \$12,270,269.

Within Appropriation:


John Maiorca
Chief Financial Officer

Respectfully submitted:


Arne Duncan
Chief Executive Officer

Approved as to legal form: 


Ruth M. Moscovitch
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