

The purpose of this preliminary budget transfer report is to allow the Board to monitor large budget transfers that shift funds across major expenditure groups as defined by the State Categories shown below.

There are many factors that impact budget transfers from one year to the next, such as grant amendments and reconciliations, organizational changes, unforeseen expenditures, account code corrections and allocations to schools of centrally budgeted items including positions.

State Categories

- 1 – Instruction
- 2 – Administration, Attendance, and Health
- 3 – Pupil Transportation
- 4 – Operations and Maintenance
- 5 – School Food Services and Other Non-Instructional Operations
- 6 – Facilities
- 7 – Debt Service and Fund Transfers
- 8 – Technology
- 9 – Contingency Reserves

A total of 179 budget transfers have been processed during the third quarter of FY 2018, as shown in the table here and on the following page.

In this third quarter (Q3) of FY 2018, the number of budget transfers decreased by 24.2 percent compared to the same quarter last year (Q3 FY 2017). Budget Office staff continue to work with schools and departments to perform regular budgetary reviews throughout the year in an effort to minimize the budget adjustments needed throughout the fiscal year.

The following table shows the distribution of budget transfers by quarter for FY 2015 through FY 2018.

| PERIOD | FY 2015 | FY 2016 | FY 2017 | FY 2018 |
|------------|------------|--------------|------------|------------|
| Q1 | 177 | 209 | 171 | 111 |
| Q2 | 178 | 186 | 135 | 144 |
| Q3 | 244 | 224 | 236 | 179 |
| Q4 | 376 | 443 | 376 | |
| YTD | 975 | 1,062 | 918 | 434 |

Budget transfers must net to zero. To measure the value of budget transfers, only one “side” (to or from) of the transaction is measured.

The total one-sided value of budget transfer in the third quarter is equal to \$1.65 million or 0.60 percent of the FY 2018 final combined funds budget.

A summary of the budget transfers processed during the third quarter of FY 2018 is shown in the table on the following page.

There were 54 budget transfers that crossed state categories which is equivalent to 30.2 percent of all budget transfers for the third quarter.

There were no budget transfers that met the reporting threshold of \$25,000 or more and crossed state reporting categories for either Fund.

Alexandria City Public Schools Budget Transfer Report

**Third Quarter
FY 2018**

| QUARTERLY BUDGET TRANSFER REPORT | | | | |
|---|----------------------------|----------------------|---------------------------------------|----------------------------|
| Third Quarter - FY 2018 | | | | |
| | NUMBER OF BUDGET TRANSFERS | | VALUE OF BUDGET TRANSFERS (ONE-SIDED) | |
| | NUMBER | PERCENT OF TOTAL BTs | TOTAL FOR Q3 | AVERAGE VALUE PER TRANSFER |
| ALL FUNDS | | | | |
| TOTAL BT'S | 179 | 100.0% | \$1,654,869 | \$9,245 |
| ALL BT'S ACROSS CATEGORIES | 54 | 30.2% | 671,450 | 12,434 |
| BT's ACROSS CATEGORIES >\$25,000 | 6 | 3.4% | 417,991 | 69,665 |
| | | | | |
| OPERATING FUND | | | | |
| TOTAL BT'S | 158 | 100.0% | \$1,304,578 | \$8,257 |
| ALL BT'S ACROSS CATEGORIES | 50 | 31.6% | 625,598 | 12,512 |
| BT's ACROSS CATEGORIES >\$25,000 | 6 | 3.8% | 417,991 | 69,665 |
| | | | | |
| SCHOOL NUTRITION FUND | | | | |
| TOTAL BT'S | 2 | 100.0% | \$7,059 | \$3,529 |
| ALL BT'S ACROSS CATEGORIES | 0 | 0.0% | 0 | 0 |
| BT's ACROSS CATEGORIES >\$25,000 | 0 | 0.0% | 0 | 0 |
| | | | | |
| GRANTS & SPECIAL PROJECTS FUND | | | | |
| TOTAL BT'S | 19 | 100.0% | \$343,233 | \$18,065 |
| ALL BT'S ACROSS CATEGORIES | 4 | 21.1% | 45,852 | 11,463 |
| BT's ACROSS CATEGORIES >\$25,000 | 0 | 0.0% | 0 | 0 |