

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 297 budget transfers have been processed during the fourth quarter of FY 2018, as shown in the table here and on the following page.

In this fourth quarter (Q4) of FY 2018, the number of budget transfers decreased by 21.0 percent compared to the same quarter last year (Q4 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	297
<b>YTD</b>	<b>975</b>	<b>1,062</b>	<b>918</b>	<b>731</b>

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 fourth quarter is equal to \$3.48 million or 1.17 percent of the FY 2018 final combined funds budget.

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

There were 52 budget transfers that crossed state categories which is equivalent to 17.5 percent of all budget transfers for the fourth 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

**Fourth Quarter  
FY 2018**

QUARTERLY BUDGET TRANSFER REPORT				
Fourth Quarter - FY 2018				
	NUMBER OF BUDGET TRANSFERS		VALUE OF BUDGET TRANSFERS (ONE-SIDED)	
	NUMBER	PERCENT OF TOTAL BTs	TOTAL FOR Q4	AVERAGE VALUE PER TRANSFER
<b>ALL FUNDS</b>				
TOTAL BT'S	297	100.0%	\$3,482,578	\$11,726
ALL BT'S ACROSS CATEGORIES	52	17.5%	1,850,623	35,589
BT's ACROSS CATEGORIES >\$25,000	0	0.0%	0	0
<b>OPERATING FUND</b>				
TOTAL BT'S	249	100.0%	\$2,568,097	\$10,314
ALL BT'S ACROSS CATEGORIES	50	20.1%	1,848,527	36,971
BT's ACROSS CATEGORIES >\$25,000	0	0.0%	0	0
<b>SCHOOL NUTRITION FUND</b>				
TOTAL BT'S	4	100.0%	\$694,301	\$173,575
ALL BT'S ACROSS CATEGORIES	0	0.0%	0	0
BT's ACROSS CATEGORIES >\$25,000	0	0.0%	0	0
<b>GRANTS &amp; SPECIAL PROJECTS FUND</b>				
TOTAL BT'S	44	100.0%	\$220,180	\$5,004
ALL BT'S ACROSS CATEGORIES	2	4.5%	2,096	1,048
BT's ACROSS CATEGORIES >\$25,000	0	0.0%	0	0