



**SCHOOL DISTRICT OF OKALOOSA COUNTY  
TECHNICAL ASSISTANCE MEMORANDUM  
FINANCE**

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FINANCE TAM: 2022-036  
CONTACT: Nicole McMahon, Accountant  
Budgeting & Financial Services  
TELEPHONE: 833-5831

TO: School Principals  
FROM: Julie Perry, Interim Chief Financial Officer/Budgeting Director  
DATE: June 21, 2022  
SUBJECT: Internal Funds Categories/Objects

*Julie A. Perry*

**Beginning July 1, 2022, the District will require the use of Categories in School Funds Online.** This will provide additional information for all involved, enabling reports to be run by Category. Please note that Categories are the same as Objects in District funds.

Once your Internal Funds files are rolled to the new fiscal year, Categories will be activated. The attached list indicates the Categories that will be available. The list will also be posted to Internal Funds – Additional Information on the Finance website. If it is necessary to make a refund, the bookkeeper should use the original Revenue Category when writing the check.

Should you have any questions or need further assistance, please do not hesitate to contact Nicole McMahon at 833-5831.

cc: Senior Staff  
Internal Bookkeepers

<http://www.okaloosa.k12.fl.us/finance/InternalFundsOther.aspx>

**SCHOOL DISTRICT OF OKALOOSA COUNTY**  
**INTERNAL FUNDS**  
**SCHOOL FUNDS ONLINE SOFTWARE**  
**CATEGORY/OBJECT CODES - REVENUE, EXPENDITURES, & TRANSFERS**  
**JUNE 21, 2022**

CATEGORY/ OBJECT NO.	CATEGORY/OBJECT NAME
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**EXPENDITURES**

100	SALARY & BENEFITS – ED SUPPORT
102	SALARY & BENEFITS – OTHER COMP
103	SALARY & BENEFITS – SUPPLEMENTS
117	SALARY & BENEFITS – WORKSHOPS
130	SALARY & BENEFITS – OVERTIME
131	SALARY & BENEFITS - INSTRUCTIONAL
132	SALARY & BENEFITS – HOURLY TEACHER
301	PETTY CASH
310	SERVICES – PROFESSIONAL
320	INSURANCE
330	TRAVEL – IN-COUNTY
331	TRAVEL – OUT-OF-COUNTY
350	REPAIR & MAINTENANCE
357	COMPUTERS – SUPPORT MANAGED
360	LEASE & RENTAL AGREEMENTS
363	COMPUTERS – SEAT MANAGED
365	SOFTWARE SUBSCRIPTIONS
366	SOFTWARE APPS - TABLETS
370	POSTAGE/SHIPPING
371	TELEPHONE – LOCAL SERVICE
372	TELEPHONE – MAINTENANCE/REPAIR
373	TELEPHONE – LONG DISTANCE
375	TELEPHONE - CELLULAR
390	OTHER PURCHASED SVC - PRINT/COPY
391	LAUNDRY/LINEN/UNIFORMS
392	SHIPPING CHARGES
393	SERVICES – NON-PROFESSIONAL
398	FIELD TRIPS/STUDENT TRANSPORTATION
420	BOTTLED GAS
450	GASOLINE
460	DIESEL FUEL
510	SUPPLIES
512	SUPPLIES FOR RESALE
519	SUPPLIES – TECHNOLOGY-RELATED
520	TEXTBOOKS
530	SUBSCRIPTIONS/PERIODICALS
570	FOOD – STUDENTS
571	FOOD – FACULTY

CATEGORY/ OBJECT NO.	CATEGORY/OBJECT NAME
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**EXPENDITURES (CONTINUED)**

610	LIBRARY BOOKS
621	AUDIO VISUAL (OVER \$1,000)
622	AUDIO VISUAL (UNDER \$1,000)
641	EQUIPMENT (OVER \$1,000)
642	EQUIPMENT (UNDER \$1,000)
643	COMPUTER HARDWARE (OVER \$1,000)
644	COMPUTER HARDWARE (UNDER \$1,000)
670	SELF-HELP PROJECT
691	SOFTWARE (OVER \$1,000)
692	SOFTWARE (UNDER \$1,000)
720	INTEREST EXPENSE
730	DUES & FEES
732	MOTOR VEHICLE TAGS AND FEES
750	OTHER PERSONNEL SERVICES (TEMP)
792	STATE SALES TAX
795	SCHOLARSHIPS/AWARDS/GRANTS

**REVENUE**

805	ADVERTISING
810	DONATIONS
812	PICTURES
815	SALES – TICKETS
816	SALES – CONCESSIONS
817	SALES – OTHER ACTIVITIES
818	VENDING
820	INTEREST INCOME
830	DUES/FEES INCOME

**TRANSFERS**

910	TRANSFERS
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**NOTE:**

WHEN MAKING A REFUND, THE REVENUE CATEGORY SHOULD BE CHARGED WHEN WRITING THE CHECK.