

URI Category Codes

Category	Account	Description	Short Desc	Comments
261A	5261	Medical Services - Other	Medi Svcs	Health care services (ex: doctors, nurses, lab services); medical consultants, pathology services, vaccinations, psychological testing services, veterinarians, animal testing (Contractual services rendered by non-employees)
261B	5261	Pre-Employment Physicals	Physical	Pre-employment physicals for new employees.
262A	5262	A & E Svcs <\$50K	A & E <50K	Architectural/engineering, environmental & land surveyor services. A/E jobs not readily associated with an ongoing project. (Contractual services rendered by non-employees).
263A	5263	Education/Prof/Artistic Svcs	Ed/Pr/Art	Educational, professional, artistic services, includes admissions retention consulting, artists, education consultants, entertainers, interpreters/translators, performers, photographers, sound & video services, research consultation (Contractual services rendered by non-employees.)
264A	5264	Building/Grounds Svcs: Other	Bld/Grd Sv	All other building & ground maintenance services; including athletic field maintenance, carpet cleaning, dredging, extermination services, street sweeping, window washing services, etc. (Contractual services rendered by non-employees).
264B	5264	Asbestos Abatement Svcs	Asbsto Sv	Asbestos abatement services (Contractual services rendered by non-employees).
264C	5264	Chemical/Hazard. Waste Removal	Chem/Haz	Chemical & hazardous waste removal services (Contractual services rendered by non-employees).
264D	5264	Environmental Remediation Svcs	Enviro Svc	Environmental testing and remediation, radon testing, water & soil testing. (Contractual services rendered by non-employees.)
264E	5264	Janitorial Svcs	Janitorial	Janitorial services, laundry/towel services (Contractual services rendered by non-employees).
264F	5264	Landscape Svcs	Landsc Svc	Landscape services (Contractual services rendered by non-employees).
264G	5264	Property Management Svcs	Prop Mgt	Property management services. (Contractual services rendered by non-employees.)
264H	5264	Rubbish/Recycling Removal Svcs	Rubbish Sv	Rubbish/recycling removal services. (Contractual services rendered by non-employees.)
264I	5264	Snow Removal Svcs	Snow Remov	Snow removal services. (Contractual services rendered by non-employees.)
265A	5265	Security/Safety/Fire Pro Svcs	Secure/Saf	Security & fire protection services, inspections & maintenance for safety equipment; includes alarm services ,sprinkler system repairs, armored car services. (Contractual services rendered by non-employees.)
267A	5267	Prof Services: Other	Prof Svcs	All other professional services, including data collection & analysis, management consultants, facilities benchmarking, student loan management services, payment programs. (Contractual services rendered by non-employee.)
267B	5267	Prof Services: Acct/Audit/Tax	Acct Svcs	Accounting, auditors and tax services, includes 1098-T services for Student Loan Office. (Contractual services rendered by non-employee.)
269A	5269	Special Svcs - Other	Spec Svcs	All other special services including inspections (r/v endeavor), piano tuner, real estate feasibility development plan, student surveying services, statistical reporting services, towing services, writers. (Non-employees)
269B	5269	Marketing/Public Relations	Mkt/Pr Svc	Marketing/public relations consulting services. (Contractual services rendered by non-employee.)
269C	5269	Appraisal Svcs	Appraisal	Appraisal services. (Contractual services rendered by non-employee.)
269D	5269	Catering Svcs	Catering	Catering services, includes outside vendor or URI Dining Services.
269E	5269	Database Mgt Svcs	Database M	Database management services; maintain and support data organized in computers for search and retrieval. Includes medical database services and online credit card processing. (Contractual services rendered by non-employee.)
269F	5269	Fundraising Activities & Dev	Fundraisin	Fundraising activities and development. (Contractual services rendered by non-employee.)
269G	5269	Moving Svcs	Moving Svc	Moving services. (Contractual services rendered by non-employee.)
269H	5269	Software/Web Consulting	Sftwre/Web	Software/website consulting, includes applicant tracking software, PeopleSoft consulting and tech support. (Contractual services rendered by non-employee.)
287A	5287	Disability Insurance	Dsblyt Ins	URI cost of premiums paid on behalf of employees to TIAA for disability insurance.
320A	5320	Cell Phone Equip/Services	Cell Phone	Cellular equipment & services (local, roaming, long distance, etc.).
321A	5321	Postage	Postage	Includes all expenditures for communication through the use of the postal services ı parcel post charges, rental of post office boxes, stamps, cost of stamped envelopes, foreign mail services, global mail business priority and standard services
322A	5322	Telephone	Telephone	Includes all expenses for land-based local telephone service, telegraph and messenger services by voice and/or data transmission.
323A	5323	Office Supplies	Office Sup	Includes all supplies & expenses for the maintenance of an office including copy paper & pre-printed forms from URI Printing Services, forms from URI Central Stores.
323B	5323	Furniture: Office <\$5K	Furn <5K	Furniture used for an office; includes desks, chairs, filing cabinets, etc.
323C	5323	Equip: Office <\$5K	Equip <\$5K	Equipment used for an office <\$5K, including typewriters, copy machines, etc. (for computers <\$5K use code 5442)
324A	5324	Dues & Subscriptions	Dues & Sub	Organizational memberships and subscriptions to periodicals.
325A	5325	Freight/Express Mail Svcs	Freight/Ex	Express mail, ground services and courier services. Freight expenditures are to be coded to the same expenditure class as the major item.
328A	5328	Bank Service Charges	Bank Service	Bank fees and service charges
329A	5329	Internet/Cable Television Svcs	Intrnt/Cab	Internet access/cable television for campus.

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331A	5331	Printing/Duplicating	Print/Dup	Printing and duplicating of reports, forms and stationery, binding of documents and books, photo developing, blueprinting, CD burning, printing through URI Printing Services.
332A	5332	Advertising	Advertise	Commercial & promotional advertising, cigar advertising, e-marketing, media buys, Preview & View Books, promotional gifts, vendor provides both printing & mailing services.
333A	5333	Research Supplies	Research	Supplies/services directly related to a research project, includes lab supplies, DNA sequencing. FUND 500 ONLY.
334A	5334	Radioactive Materials	Radioactiv	Radioactive materials purchased for research and non-research purposes. Must be approved by the URI Radiation Safety Office.
351A	5351	Repairs: Vehicles	Repairs	Repairs/maintenance to registered vehicles, includes gasoline, oil, tires, automotive repairs, parts and supplies for the operation and maintenance of cars, trucks, forklifts etc.
361A	5361	Repairs: Bldg & Structure <\$50	Repairs	Repairs/maintenance to building, structure or land improvements that don't + value or materially extend the life of the asset, includes building maintenance service contracts (elevators), electrical & masonry repair, painting, signage, carpet, flooring.
362A	5362	Repairs: Roads <\$50K	Repairs	Construction repairs to roads/walks.
363A	5363	Repairs: Other	Repairs	Other repairs/maintenance; includes office, medical, and computer equipment maintenance & repairs, furniture maint & repairs, equipment & computer hardware maint service contracts (ex copy machines, typewriters)
381A	5381	Rental: Outside Property	Rental	Rental of outside property, includes all expenses for the use of land and structures not owned by the State, includes dockage rental.
382A	5382	Rental: Equipment	Rental	Equipment rental (regardless of total amount over the life of equipment) If hired w/ an operator, the operator cost is included in the rental chg. Includes bottled water/cooler rental; charter boats; school buses; records storage; pager rental. Equip not owned by the State.
383A	5383	Rental: Clothing/Linens	Rental: Cl	Rental of uniforms, caps, gowns, pants, shirts, linen rental which are laundered & replaced on a regular basis.
385A	5385	Rental: State Property	Rental	Rental expense for the use of land and structures owned by the State.
395A	5395	Specialty Food Snacks	Food/Snack	Includes food/drinks that are purchased for meetings, etc; however, if the food is catered, the catering code 5269 should be used.
390A	5390	Food Unprepared	Food Unpre	Unprepared food purchased, includes charges for CO2 gas used to carbonate beverages.
402A	5402	Fuel: Oil #2	Fuel: Oil	Home heating oil for heating structures and hot water. Includes marine, diesel, heating fuel oil
406A	5406	Fuel: Gas	Fuel: Gas	Pipeline or bottled gas used for heating structures and hot water.
407A	5407	Steam Heat	Steam Heat	Steam purchased under a Steam Service Agreement with ERI Services, Inc.
411A	5411	Water: Public Utility	Water: Pub	Water provided by public water utility company.
412A	5412	Sewer Use Charge	Sewer Use	Sewer pipeline charges for disposal of waste; includes waste water treatment provided by the Town of South Kingstown.
420A	5420	Uniforms	Uniforms	Uniforms & accessories for employees, team uniforms, safety garments, dry cleaning of uniforms.
421A	5421	Safety/Security Equip/Sup <\$5K	Safety/Sec	Safety & security supplies/equipment, including safety glasses, dust masks, protective gloves, rubber gloves, first aid kits, electronic equipment for campus police, fire extinguishers.
429A	5429	Smallwares	Smallwares	Smallwares, includes non-disposable tableware, silverware, dishes, knives, forks, spoons, cups, glasses, etc.
429B	5429	Furniture: Cafe/Kitch <\$5K	Furniture	Furniture used for cafeteria or kitchen purposes; includes tables, chairs, etc. <\$5K.
429C	5429	Equip: Cafeteria/Kitchen <\$5K	Equip: Caf	Equipment used for cafeteria/kitchen purposes; includes dishwashers, steamers, pizza ovens, microwaves, toasters.<\$5K
431A	5431	Agr/Hort/Fishery Sup	Agr/Hort/F	Farm & fishery supplies.
432A	5432	Educational Supplies <\$5K	Edu Sup	Expenditures for items used for educational purposes, includes lab supplies, gases for the lab.
432B	5432	Furniture: Dorm/Clssrm/Lab <\$5	Furniture	Furniture used for educational purposes; includes desks, dorm furniture such as mattresses, stoves, refrigerators, dishwashers, microwave ovens; televisions, portable event furniture, furniture for student lounge.
432C	5432	Equip: Dorm/Clssrm/Lab <\$5K	Equip	Equipment used for educational purposes; includes dorm, classroom or lab equipment <\$5K.
432D	5432	Recreational Equip/Sup <\$5K	Recreation	Expenditures for items used for recreational purposes, Includes athletic equipment & supplies.
433A	5433	Household/Cleaning Sup	Hse/Clean	Household/cleaning/laundry disinfecting supplies, cleaning equip <\$5K, disposable paper goods, plastic cups & containers, custodial supplies from Central Stores,
433B	5433	Linens/Bedlinens: Kitchen/Dorm	Linens	Table linens, bedding, shower curtains, towels & mattress pads.
434A	5434	Medical/Surgical/Lab Sup	Med Sup	Medical, surgical supplies, Includes small instruments, scientific tools and other technical supplies used for medical purposes. Excludes educational laboratory supplies. (Use 5432).
436A	5436	Landscaping/Road Maint Sup	Landscape	Landscaping/road maintenance supplies, such as, salt, sand, snow fencing, traffic signs, mulch, loam.
437A	5437	Building/Machine/Shop Sup	Bldg Sup	Building, machine, shop supplies, includes all expenses for small tools, machine lubricating oils and greases, light bulbs, shop supplies purchased from URI Central Stores. Keys & locks only if an outside vendor (if URI Facilities is the vendor use 5449)
439A	5439	Medicines/Drugs	Med/Drug	Medicines and drugs for animals, people and educational purposes.
441A	5441	Staff Education	Staff Edu	Tuition payments for job related training and education of employees, seminars, conferences, on-line classes.

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442A	5442	Computer Hrdwre/Supplies <\$5K	Comp Sup	Computer equip & supplies <\$5K. Includes purchase, delivery, installation & cost of attachments required to operate computer. Attachments shall include monitors, CPUs, printers, scanners, projectors and accessories.
445A	5445	Computer Software <\$5K	Comp Soft	Computer software and databases having a cost of <\$5K.
445B	5445	Computer Software Licenses	Soft Licen	Software licenses; license agreement renewals; also used when the vendor hosts the site where the software resides and we pay a fee for the license agreement to access the system.
445C	5445	Computer Software Maintenance	Comp Mnt	Software maintenance/renewals, ongoing software lease maintenance.
446A	5446	Subcontracts > \$25K	Sub>\$25K	Subcontracts > \$25,000 - FUND 500 ONLY.
447A	5447	Subcontracts < \$25K	Sub <\$25	Subcontracts < \$25,000 - FUND 500 ONLY.
448A	5448	Cost Ctr Chgs: Internal Vendor	Int Svcs	Services provided by URI internal vendors; i.e. OMR grading services, DNA Sequencing, microscope use (inter-departmental), processing fees for visting schlorrs paid to URI International Scholars.
449A	5449	Phy Plant R&M: Facilities	Facilities	Services provided by Facilities Services; i.e. keys, freon removal.
458A	5458	Ram Card Purchases	Ram Card	Internal purchases with URI Dining Services: Ram Card.
480A	5480	Participant Support Other- NSF	Part Sup	Supplies for trainees or participants (not employees) supported by NSF- FUND 500 ONLY.
482A	5482	Participant Suppt Subsistence	Part Suppt	Subsistence costs for trainees or participants associated with training, workshops and symposia. FUND 500 ONLY.
500A	1500	Pre-paid Expenses	Pre-paid Exp	Payments associated with expenditures not be expensed until the next fiscal year.
501A	5501	Wine/Alcohol/Beer	Wine/Beer	Wine/Alcohol/Beer purchases for resale during events W. Alton Jones.
422A	5422	Security Supplies	Security	Security Supplies
423A	5423	Firearms and Ammunition	Firearms	Firearms and Ammunition
582A	6582	Student Aid	StudentAid	Aid given for educational expenses to students who are degree candidates.
649A	9649	Computer Software >\$5K	Soft >5K	Software and databases having a cost of >\$5K and anticipated service life of one year or more. Do not use for desktop/laptop computer software (use 5445).
654A	9654	Equip: Office/Lab/Vehicle >\$5K	Equip >5K	Equipment >\$5K: office, lab, vehicles, other.
655A	9655	Construction in Progress >\$50K	Const >50K	Expenditures related to stages of new construction on capital projects & for bldg improvements, total project >\$50K. Capital cost includes material, labor, supervision, overhead. Project may cross over FY.
656A	9656	A & E Svcs >\$50K	A & E >50K	Architectural/engineering, environmental services for capital projects. When total combined with construction costs is >\$50K. Costs become part of the basis of the building.
657A	9657	Land	Land	Charges incurred to acquire land and to place it ready for use. Charges include 1) Purchase price; 2) closing cost; 3) cost incurred in preparing the land in condition ready for its intended use; 4) assumption of liens and mortgages of the property; 5) improvements made to the land that have indefinite lives and are permanent in nature.
658A	9658	Land Improvements >\$50K	Land Impr	Improvements to land with limited lives >\$50K.
660A	9660	Computer Equip >\$5K	Comp >5K	Computer equipment >\$5K & anticipated service life of 1 year or more. Includes purchase, delivery, installation & cost of attachments required to operate computer.
669A	9669	Components >\$5K with Fab #'s	Components	Self-constructed equipment costing >\$5K & an estimated useful life of more than 1 year. Cost should include materials, direct labor, and applicable overhead incurred to fabricate the equipment. Include FAB numbers on requisition.
683A	5683	Interest Expense	Interest E	Interest expense on Sinking Fund and serial bonds
740A	5740	Travel - Part. Domestic Travel	Travel-P	Participant support TVL - NSF
742B	5742	Travel - Lodging	TVL_LODG	Travel Lodging
742C	5742	Travel - Other	TVL_Other	Travel Other
747A	5747	Team Travel	Team Trave	Travel expenses of an organized athletic team, includes charter bus transportation for the athletics department.
748A	5748	Recruiting Expenses	Recruiting	Travel by University personnel to recruit new students to the University.
753A	5753	Team Travel - Pre/Post Season	Pre/post S	Travel, meals and lodging for intercessions (pre/post season, Thanksgiving, Christmas etc)
756A	4756	Land and Space Rentals	Land and Space	Rental/Lease of URI space; i.e. turf farm lease
797A	8797	Lease Purchases	Cap Lease	Lease purchase regardless of total cost over the life of the lease, includes photo copiers, vehicles, etc. that results in state ownership (If not. see 5382)
802A	5802	Debt Collection	Debt Collection	Debt Collection Services

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