

**SBS School Allotments  
Presents**

**Allotments 101:  
Initial Allotments &  
The Basics**

# SBS School Allotment Section

Quatia Snipes

Susan Holly

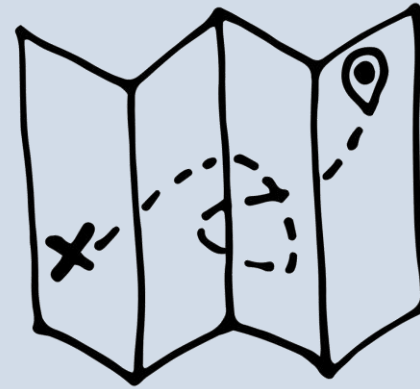
Lillian Hatton

Derek Pryor

*Vacant Budget Analyst II*

# Navigating School Business

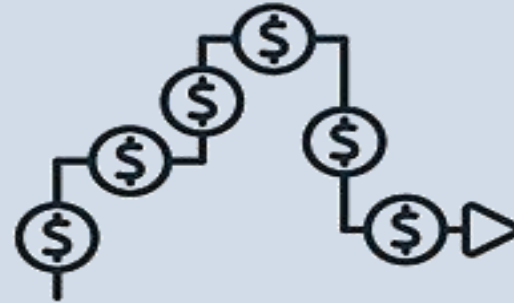
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- Four Main Sections:
  1. **Allotments (Establish Budget/Authority to Draw)**
  2. Reporting (Collect data related to use of funds)
  3. Analysis (Reporting and analysis of funding)
  4. Audit & Compliance (End of the funding trail)
- Additional support for all PSU-related data required by DPI and many others.
- **PRC – Program Report Code** – the language most often used to discuss PSU Funding.

# State Funding Workflow

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- **START** – Legislation and State Budget
- The Main Players:
  - **OSBM** – State Budget Office (under Governor’s office)
  - **FR** – Fiscal Research - the Analysts working for the General Assembly.
  - **GA** - House and Senate (State General Assembly)
    - **MONEY REPORT or CONFERENCE** Report - usually the final budget summary document with the FUNDING amounts.
  - **701 Report** – State Budget Report used to see the funding at the MACRO level for the PSUs and governs funds authorized to be allocated (or allotted).

# Key Elements of Budget Build

- **Long Sheet**

- Helps project the continuation needs for the PSUs for students (ADM changes) and Salary/Benefit estimates.
- Uses **6th Pay Period Average** Salaries and a **1% Sheet**.

- **Short Sheet**

- Also known as the **Charter School (IPS) Reserve**
- Estimated calculations for the cost of funding the charter schools from applicable PRC items (creates the budget for IPS).
- These amounts will adjust the starting budget for the LEA allotments so changes in these determinations could affect the trend in starting budget amounts.

# Key Elements of Budget Build

- **ADM – Average Daily Membership**
  - The sum of the number of days in membership for all students in an individual public-school unit, divided by the number of school days in the term.
- **Allotted ADM**
  - The higher of the actual first two months average daily membership by grade by school, totaled by public school unit.
- **APM – Allotment POLICY Manual**
  - The Allotment Policy provides the basics on how the various PRCs are allocated.
  - It includes formulas, governing legislation, special provisions, etc.

# Key Elements of Budget Build

- **Planning Allotment**

- The calculated allocation of state and federal funds to LEAs based on the base budget information for budgeting purposes.
  - State Planning (FiA) – goal is to prepare planning in the Fall.
  - Federal Planning (FiA) – goal is to begin preparing as soon as late January or when the necessary data elements are available to us.

- **Initial Allotment**

- This is the PSU budget or Authority to Draw (ATD) for each PRC.
- Special situations may require a Preliminary Initial Allotment
  - State Initial – goal is to allot the Initial within 10 days of July 1 or of the Budget passing, whichever is sooner
  - Federal Initial – most are allotted in September/October but some, such as PRC 017 could be as early as July or August

# Key Allotment Terms

- **Allotment System**
  - APEX oracle application that helps us manage and record PRC allotments.
- **Revisions**
  - When allotments or adjustments are posted through the Allotment System.
  - A revision may include an allotment and/or a reversion of funding.
- **ABC Transfers**
  - Movement of funds between eligible PRCs.
  - Submitted in the Allotment System and approved/processed by allotment analysts.



# Key Allotment Terms

- **Headcount**

- The number of pupils who are defined as a child with a disability or a child with limited english proficiency.
- December EC Headcount is now used for all State and Federal allotment formulas.

- **Carryover**

- Funds appropriated but unspent in the first fiscal year that are brought forward for expenditure in the succeeding fiscal year.
- Most State funded allotments that carry over must be approved annually by the NC State Budget Office (OSBM).

# State Initial Dollars Per ADM

- **Dollars Per ADM**

- LEA's State Initial Allotments divided by the allotted ADM for that LEA.
- The Independent Public Schools (Charter and Lab Schools) receive an amount equal to the state funded dollars per ADM for the LEA in which the public-school unit is located.

**State Initial Allotments for dollars per ADM include the following allocations:**

- PRC 001 Classroom Teachers
- PRC002 Central Office
- PRC003 Noninstructional Support
- PRC004 Program Enhancement Teachers
- PRC005 School Building Administration
- PRC006 School Health Support
- PRC007 Instructional Support
- PRC009 Non-Contributory Employee Benefits
- PRC013 Career Technical Education Positions
- PRC014 Career Technical Education Support
- PRC019 Small County Supplemental Funding
- PRC024 Disadvantaged Student Supp. Funding
- PRC027 Teacher Assistants
- PRC031 Low Wealth County Supp. Funding
- PRC034 Academically and Intellectually Gifted
- PRC056 Transportation
- PRC061 Instructional Supplies
- PRC069 At Risk Students
- PRC131 Textbooks

# State Initial Dollars Per ADM

- **Dollars Per ADM**

- LEA's State Initial Allotments divided by the allotted ADM for that LEA.



- The Independent Public Schools (Charter and Lab Schools) receive an amount equal to the state funded dollars per ADM for the LEA in which the public-school unit is located.

**Dollars per ADM (\$/ADM) Sample: LEA 000**

**FY25 Initial Base Allotment = \$1,000,000**

**FY25 Allotted ADM for LEA 000 = 200**

**FY25 \$/ADM (allotted) =  $1,000,000 / 200 = \$5,000$**

**FY25 Unallotted \$/ADM = \$50**

*(Total PRC 009 Non-Contributory Employee Benefits / Total Allotted ADM for the State)*

**LEA 000's FY25 \$/ADM = \$5,050**

**Therefore, the Charter and Lab Schools within LEA 000 will receive a Base funding of \$5,050 per ADM**

# State Initial Allotments & Others

## State Initial Allotments (BASE):

- PRC001 Classroom Teachers
- PRC002 Central Office
- PRC003 Noninstructional Support
- PRC004 Program Enhancement Teachers
- PRC005 School Building Administration
- PRC006 School Health Support
- PRC007 Instructional Support
- PRC009 Non-Contributory Employee Benefits
- PRC013 Career Technical Education Positions
- PRC014 Career Technical Education Support
- PRC019 Small County Supplemental Funding
- PRC024 Disadvantaged Student Supp. Funding
- PRC027 Teacher Assistants
- PRC031 Low Wealth County Supp. Funding
- PRC034 Academically and Intellectually Gifted
- PRC056 Transportation
- PRC061 Instructional Supplies
- PRC069 At Risk Students
- PRC131 Textbooks

## State Initial Allotments (Non-BASE):

- PRC012 Drivers Training
- PRC015 School Technology
- PRC032 Exceptional Children
- PRC054 Limited English Proficiency
- PRC071 Supplemental Funds for Teacher Compensation

## “Kitchen Sink” Allotments:

- Specialty Schools (HS Reform)
- Treatment Centers
- Burroughs Wellcome
- Teachers and Educators on Loan
- Teacher of the Year (and past TOY)
- Special Small Schools
- Geographically Isolated
- Child & Family Support Teams
- Cooperative Innovative High Schools
- Any remaining special provision allotments from the Initial PRCs

# Quatia (Q) Snipes

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Section Chief (Allotment Manager)

- Classroom Teachers
- Program Enhancement Teachers
- State Health Personnel
- Instructional Support
- Career Technical Education
- Behavioral Support
- Exceptional Children
- Principal & Teacher Bonuses
- Special Position/Special Dollar Allotments
- English Language Acquisition
- IDEA
- ESSER
- & beyond

# Susan (Sue) Holly

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Budget Analyst II, Lead

- School Technology
- Small County Supplemental Funding
- Advanced Teacher Roles
- Low-Wealth Supplemental Funding
- Charter Schools
- Renewal School District (LEA 800) and Restart Schools
- Regional Schools/Lab School
- Small County and Low Wealth Signing Bonus
- Assistant Principal Interns
- Teacher Salary Supplement
- School Connectivity
- Digital Learning Grants
- K-8 Literacy
- Early Grade Reading Proficiency
- Migrant Education
- Improving Teacher Quality
- Student Support Academic Enrichment

# Lillian Hatton

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Budget Analyst II

- School Building Administration
- Driver's Training
- Disadvantaged Student Supplemental Funding
- School Resource Officers
- School Resource Officers - Safety Grants
- Limited English Proficiency
- At-Risk/Alternative Schools
- NCVPS Reduction
- ESEA Title I
- TSI -School Improvement
- 21st Century Learning Centers
- NC ACCESS Grant
- IDEA
- ESSER

# Derek Pryor

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Budget Analyst I

\* System Accounting

- ABC Transfers
- Central Office Administration
- Non-Instructional Support
- Teacher Assistant
- Academically Gifted
- IPS Paid Parental Leave
- Child and Family Support Teams
- Cooperative Innovative High Schools
- Classroom Materials and Supplies
- Transportation/School Buses
- LEA Direct Purchase of Replacement School Buses
- Stop Arm Cameras
- Textbooks
- Rural and Low-Income School



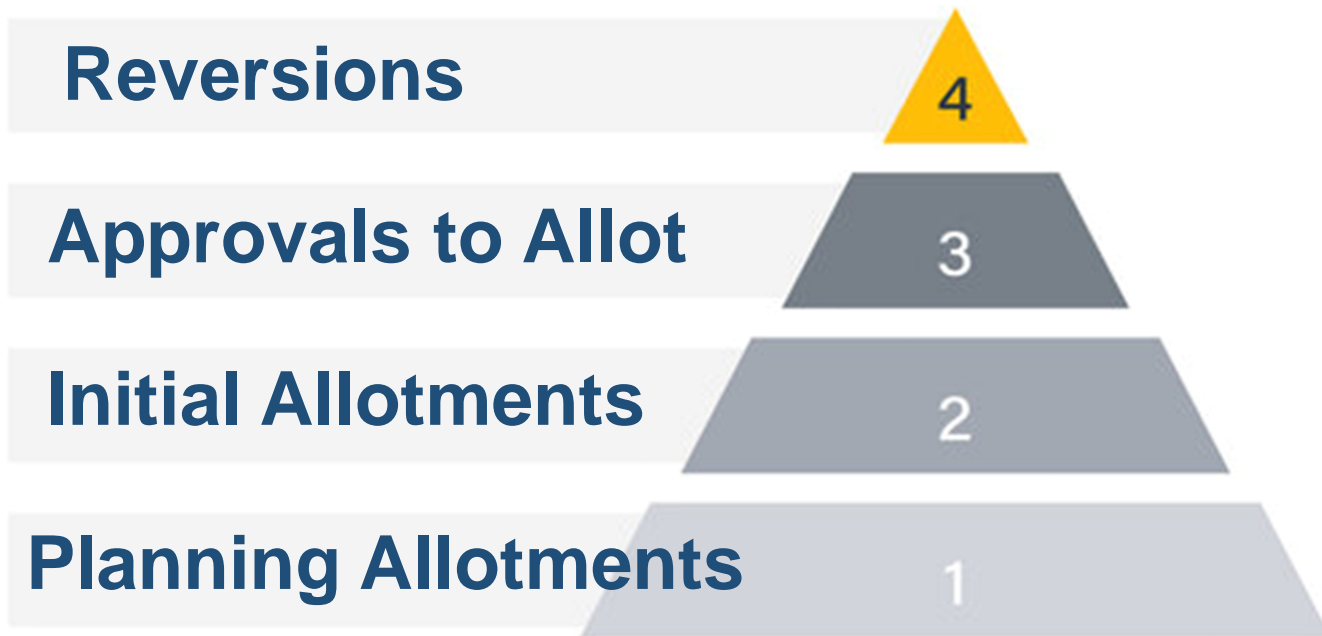
# Federal Funding Workflow

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- The Main Players:
  - **USDE** – US Department of Education (aka USED)
  - **NCDPI Federal PRC Administrators**
    - **OFP** – Office of Federal Programs
    - **EC** – Office of Exceptional Children
    - **CTE** – Office of Career and Technical Education
  - **Budget Control**
    - **AFS** – Agency Finance Services
  - **Distribution of Funding**
    - SBS Allotment Section
  - **Monitoring & Compliance**
    - Federal Program Administrators and SBS Compliance Section

# Key Elements of Federal Funding



# Key Elements of Federal Funding

## Planning Allotments



- **State Aid Budget**

- The state aid amount is the portion of the grant award slated for PSU allocation per formula; the starting budget for allotments.
  - Grant award amounts are usually preliminary or the same budget as the preceding year.
- Starting budgets for Planning calculations are usually determined by the administrator and/or AFS and provided to Allotments to begin calculations.

- **Allotted ADM**

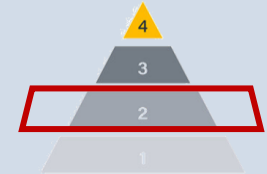
- Unless otherwise stated in the formula, the Allotted ADM for the grant year is used for calculations.

- **Head Count**

- December EC Head Counts are used for IDEA grants.
- October EL Headcounts are used for ELA grants.

# Key Elements of Federal Funding

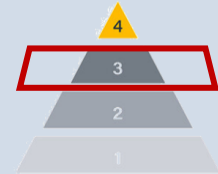
## Initial Allotments



- **State Aid Budget**
  - **Final** Grant Award amounts are now available to States and often a new State Aid Amount (starting budget for allocations) is determined.
- **Allotted ADM & HC**
  - Allotted ADM & HC remain the same as planning unless an approved LEA adjustment is applied. IPSs that have closed since the Planning calculations are also removed before Initial is calculated.
- **Data Elements**
  - Several other data elements usually remain unchanged from Planning; such as:
    - Census Poverty Data
    - Free Lunch Counts
    - Other demographic and valuation data

# Key Elements of Federal Funding

## Approval/Allotment Submissions



- **Initial Allocation Determination**
  - For the majority of OFP, EC, and CTE federal PRCs, Initial Allocations are calculated but not released through allotments until an approval to allot has been received by Allotments from the administering office.
- **Allotments after Approval**
  - Once approval is received, the actual allotment will usually be processed between 2 and 10 business days.
    - Current workload of Allotments, clarification/validity of the approval, and special federal-related circumstances can unexpectedly delay processing of the allotment.
- **Non-Initial Federal PRCs**
  - Not all the federal PRCs are calculated by Allotments (and thus not part of the Federal Initial Process). These allocation are instead, determined by the administering office and provided to Allotments for processing via the allotment system.

# Key Elements of Federal Funding

## Reversions



- **Notice**
  - 45-day notification letters are provided to PSUs with estimated balances that are at risk of reversion during the upcoming immediate reversion process.
- **Immediate Reversion**
  - Funds not obligated by the end of the period of performance (September 30<sup>th</sup>) are reverted in the Allotment System.
- **Obligation/ Encumbrance**
  - An obligation may be defined as a binding commitment for the use of Federal grant funds.
  - An encumbrance is the accounting transaction to record that obligation or commitment.
- **Liquidation Period**
  - The 90-day period, after the end of the period of performance, when the Uniform Guidance allows for grant recipients to liquidate all financial obligations in a federal PRC.
- **Final Reversion**
  - After the liquidation period, remaining balances are reverted in the Allotment System. Please note that incorrect or unallowed object codes may affect the calculated balance for reversion.

# What is the Allotment System?

- The “Allotment System” is an Apex-Oracle platform used by DPI to create the funding to be distributed to the PSUs by each PRC (program) based on the approved/legislated formulas.
- The system then posts that data through various other DPI systems (CCIP, Cash, etc.) to reflect the Allotment for each PSU.
- The Allotment is the Budget or Authority to Spend for each Program.
- The Allotment system does not reflect any expenditure data.

# The Public Allotment Site


- The Public Site of the allotment system does not require a login.
- It provides basic reports to anyone related to the funding allocated out to the Public Schools.
- It can be used to pull quick summary reports.
  - *Your auditors will run your allotment information to use for the audit of your funds from the public site.*



# The Public Allotment Site

- Let's look at the PUBLIC SITE: [Allotment Data - Public Site](#)

An official website of the State of North Carolina [How you know](#) ✓

 North Carolina Department of  
**PUBLIC INSTRUCTION**

[Home](#) > [Districts & Schools](#) > [District Operations](#) > [Financial and Business Services](#) > [Allotments — Funding Public School Units](#)


## Allotments — Funding Public School Units

The School Allotments Section develops and administers a system which calculates and distributes projected and actual State and Federal funding to the Local Education Agencies (LEAs), Independent Public Schools (IPs - charter schools, lab schools, regional schools, and the ISD), and other education programs. School Allotments interprets State and Federal laws to ensure that formulas are developed in accordance with those laws. This section refines, changes, and develops new formulas and processes in a dynamic legislative environment. This section analyzes K-12 education financial data and sends findings to the General Assembly to be used in decision making that affects the funding of education in North Carolina.

[Allotment Data - Public Site](#)  
Access to select Allotment Data without subscribing to the Allotment System.

[Allotment System](#)

# Public Site Home Page



**NC DPI School Allotment Section - Allotment Data**

Welcome   Estimated (Planning) Allotment   State\_Initial\_Allotment   Year\_to\_date\_Allocation   Support\_Documentation

**Welcome to the North Carolina Department of Public Instruction School Allotment Section - Allotment Data web application.**

- This site is being provided for general information purposes regarding State and Federal allocations to LEAs, Charter Schools and other entities for Public access.
- The data for the current fiscal year is accurate as of the date of posting. Allotments are revised continually throughout the fiscal year.
- If you have any questions, please contact the School Allotments Section at 919-807-3739.

**Site Map**

**Estimated (Planning) Allotment**

- 1. State, Federal - One LEA
- 2. State - All LEA
- 3. Federal - All LEA

**State Initial Allotment**

- 6. One LEA
- 7. All LEA

**Year-to-date Allocation**

- 9. One LEA
- State Allocation Dollar
- 10. One Year
- 11. One LEA
- State Allocation - One PRC
- 12a. Dollar
- 12b. Position
- 12c. Month
- State Allocation - at State Level
- 13a. Dollar
- 13b. Position
- 13c. Month

# Public Home Page – Key Reports

## (State Initial Allotment Report by LEA)

**NC DPI School Allotment Section - Allotment Data**

Welcome | Estimated (Planning) Allotment | **State Initial Allotment** | Year to date Allocation | Support Documentation

Welcome  
Welcome, Site Map

**Estimated (Planning) Allotment**

1. State, Federal - One LEA
2. State - All LEA
3. Federal - All LEA

**State Initial Allotment**

6. One LEA
7. All LEA

**State Initial Allotment - 6. One LEA**

\* Select Year: 2024-25 | Select LEA: Alamance-Burlington 010

ALLOTTED ADM: 22,185

**STATE: STATE PUBLIC SCHOOL FUND**

Fiscal Year	LEA	PRC	DESCRIPTION	Position	Month	Amount
2024-25	010	001	Classroom Teachers	995.00		75,546,370.00
2024-25	010	002	Central Office Administration			1,284,579.00
2024-25	010	003	Non-Instructional Support Personnel			7,356,952.00
2024-25	010	004	K-5 Program Enhancement Teachers	51.00		3,842,646.00
2024-25	010	005	School Building Administration		225.00	2,074,500.00
2024-25	010	006	School Health Personnel-Position	52.00		4,590,924.00
2024-25	010	007	Instructional Support Personnel - Certified	53.00		4,458,042.00
2024-25	010	013	Career Technical Education - Months of Employment		1,065.00	8,384,745.00
2024-25	010	014	Career Technical Education - Program Support			374,198.00
2024-25	010	024	Disadvantage Students Supplemental Funding			1,468,041.00
2024-25	010	027	Teacher Assistants			7,185,389.00
2024-25	010	031	Low Wealth Counties Supplemental Funding			10,579,999.00
2024-25	010	034	Academically or Intellectually Gifted			1,330,662.00
2024-25	010	056	Transportation of Pupils			5,833,315.00
2024-25	010	061	Classroom Materials/Instructional Supplies/Equipment			709,552.00
2024-25	010	069	At-Risk Student Services/Alternative Schools			5,380,550.00
2024-25	010	131	Textbook & Digital Resources			823,419.00
<b>Subtotal:</b>				<b>1,151.00</b>	<b>1,290.00</b>	<b>141,223,883.00</b>
<b>GRAND TOTAL:</b>				<b>1,151.00</b>	<b>1,290.00</b>	<b>141,223,883.00</b>

# Public Home Page – Key Reports

## (Year-to-date State Allotment Report by LEA)

**NC DPI School Allotment Section - Allotment Data**

Welcome | Estimated (Planning) Allotment | State\_Initial\_Allotment | **Year\_to\_date\_Allocation** | Support\_Documentation

**Year-to-date Allocation - 9. State and Federal Allocation - One LEA**

Select Year: **2024-25** | Select LEA: **Alamance-Burlington 010**

**Year-to-date State and Federal Allocation**  
Fiscal Year 2025 As of Allotment Revision#005  
LEA#010 Alamance-Burlington

**STATE PUBLIC SCHOOL FUND**

Fiscal Year	LEA	PRC	PRC Description	Grant Year	As of Rev#005 Position	As of Rev#005 Month	As of Rev#005 Dollar
2024-25	010	001	Classroom Teachers		992.73		75,371,602.00
2024-25	010	002	Central Office Administration				1,284,579.00
2024-25	010	003	Non-Instructional Support Personnel				7,254,031.00
2024-25	010	004	K-5 Program Enhancement Teachers		51.00		3,842,646.00
2024-25	010	005	School Building Administration			225.00	2,074,500.00
2024-25	010	006	School Health Personnel-Position		52.00		4,590,924.00
2024-25	010	007	Instructional Support Personnel - Certified		53.00		4,458,042.00
2024-25	010	013	Career Technical Education - Months of Employment			1,065.00	8,384,745.00
2024-25	010	014	Career Technical Education - Program Support				374,198.00
2024-25	010	024	Disadvantage Students Supplemental Funding				1,442,881.00
2024-25	010	027	Teacher Assistants				7,185,389.00
2024-25	010	031	Low Wealth Counties Supplemental Funding				10,579,999.00
2024-25	010	034	Academically or Intellectually Gifted				1,330,662.00
2024-25	010	056	Transportation of Pupils				5,833,315.00
2024-25	010	061	Classroom Materials/Instructional Supplies/Equipment				709,552.00
2024-25	010	069	At-Risk Student Services/Alternative Schools				5,380,550.00
2024-25	010	131	Textbook & Digital Resources				823,419.00
<b>Subtotal</b>					<b>1,148.73</b>	<b>1,290.00</b>	<b>140,921,034.00</b>
<b>Grand Total</b>					<b>1,148.73</b>	<b>1,290.00</b>	<b>140,921,034.00</b>

# Public Home Page – Key Reports

## (State Initial Allotment Report all PSUs)

NC DPI School Allotment Section - Allotment Data

Welcome | Estimated (Planning) Allotment | State Initial Allotment | Year to date Allocation | Support Documentation

**Welcome**

Welcome, Site Map

**Estimated (Planning) Allotment**

1. State, Federal - One LEA
2. State - All LEA
3. Federal - All LEA
- State Initial Allotment**
6. One LEA
7. All LEA

**State Initial Allotment - 7. All LEA**

Select One Fiscal Year: 2024-25

Select One or Multiple LEA/CS:  
Hold down Ctrl key to select multiple LEA/CS

All LEA/CS

A.C.E. Academy 13C

ALA Monroe 90G

Achievement Charter Academy 43D

Aggie Academy 41Z

To Display Data Below

PRC#: '131 Textbook & Digital Resour', '069 At-Risk Student Services/', '061 Classroom Materials/Instr', '056 Transportation of

[Click the + sign for PRC# Description](#)

**State Initial Allotment - All LEA**

Export to CSV

row(s) 1 - 15 of 330 Next >

Fiscal Year	Lea <span style="font-size: 0.8em;">↑</span>	Lea Name	Total	'131 Textbook & Digital Resour	'069 At-Risk Student Services/	'061 Classroom Materials/Instr	'056 Transportat
2024-25	00A	NC Cyber Academy	15,760,991.00				
2024-25	00B	NC Virtual Academy	19,226,759.00				
2024-25	010	Alamance-Burlington	141,198,723.00	823,419.00	5,380,550.00	709,552.00	
2024-25	01B	River Mill	4,964,656.00				
2024-25	01C	Clover Garden School	6,133,191.00				
2024-25	01D	The Hawbridge	3,899,418.00				
2024-25	01F	Alamance Community School	4,093,098.00				
2024-25	020	Alexander County	29,245,346.00	159,005.00	1,189,438.00		136,997.00
2024-25	030	Alleghany County	11,239,199.00	49,661.00	411,330.00		42,713.00
2024-25	040	Anson County	22,146,281.00	108,305.00	1,021,827.00		93,331.00
2024-25	050	Ashe County	20,026,194.00	97,838.00	787,680.00		84,262.00
2024-25	060	Avery County	14,121,186.00	65,621.00	468,699.00		56,420.00
2024-25	06B	Marjorie Williams Academy	880,555.00				
2024-25	070	Beaufort County	37,055,039.00	209,965.00	1,876,875.00		180,945.00
2024-25	07A	Washington Montessor	2,749,660.00				

row(s) 1 - 15 of 330 Next >

# Public Home Page – Key Reports

## (Year-to-date Federal Allotment Report by LEA)

NC DPI School Allotment Section - Allotment Data

Welcome | Estimated (Planning) Allotment | State\_Initial\_Allotment | Year\_to\_date\_Allocation | Support\_Documentation

Welcome

Welcome, Site Map

**Year-to-date Allocation**

9. One LEA

State Allocation Dollar

10. One Year

11. One LEA

State Allocation - One PRC

12a. Dollar

12b. Position

12c. Month

State Allocation - at State Level

13a. Dollar

13b. Position

13c. Month

State Allocation - All Data

14. By Allotment Type

Federal Allocation

20. One Year

21. One LEA

22. One PRC

23. at State Level

**Year-to-date Allocation - 21. Federal Allocation - One LEA**

Select One LEA: Alamance-Burlington 010 ▼

PRC#: '206(235)', '198(231)', '186(206)', '185(205)', '177(199)', '176(198)', '174(196)', '173(195)', '171(193)', '143(237)', '119(019)'

▼ Click the + sign for PRC# Description

Prc Cat	PRC#	Max(Description)
017(063)	017	Career and Technical Education - Program Improvement
026(122)	026	McKinney - Vento Homeless Assistance Act
049(120)	049	IDEA - Section 619 Preschool Grants
050(108)	050	ESEA Title I, Part A - Basic/Concentration/Education Finance/Targeted Grants
060(112)	060	IDEA - Section 611 Grants to States

row(s) 1 - 5 of 24 ▼ Next >

Select One or Multiple Fiscal Years: All Years  
Hold down Ctrl key to select multiple years

2023-24  
2022-23  
2021-22  
2020-21

To Display Data Below

Year-to-date Allocation: Federal Allocation -One LEA

Export to CSV

1 - 1

Lea	Lea Name	Fiscal Year	Total	'206(235)' Prc#	'198(231)' Prc#	'186(206)' Prc#	'185(205)' Prc#	'177(199)' Prc#	'176(198)' Prc#	'174(196)' Prc#
010	Alamance-Burlington	2023-24	16,927,483.75	-27,333.96	10,450.00	-3,372.77	-0.03	-12,414.41	-80,439.47	-17,990.31
<b>Total</b>			<b>16,927,483.75</b>	<b>-27,333.96</b>	<b>10,450.00</b>	<b>-3,372.77</b>	<b>-0.03</b>	<b>-12,414.41</b>	<b>-80,439.47</b>	<b>-17,990.31</b>

1 - 1

# Public Home Page – Key Reports

## (Allotted ADM history for one PSU)

**NC DPI School Allotment Section - Allotment Data**

Welcome | Estimated (Planning) Allotment | State\_Initial\_Allotment | Year\_to\_date\_Allocation | **Support Documentation**

**Allotted ADM History: 35. One LEA**

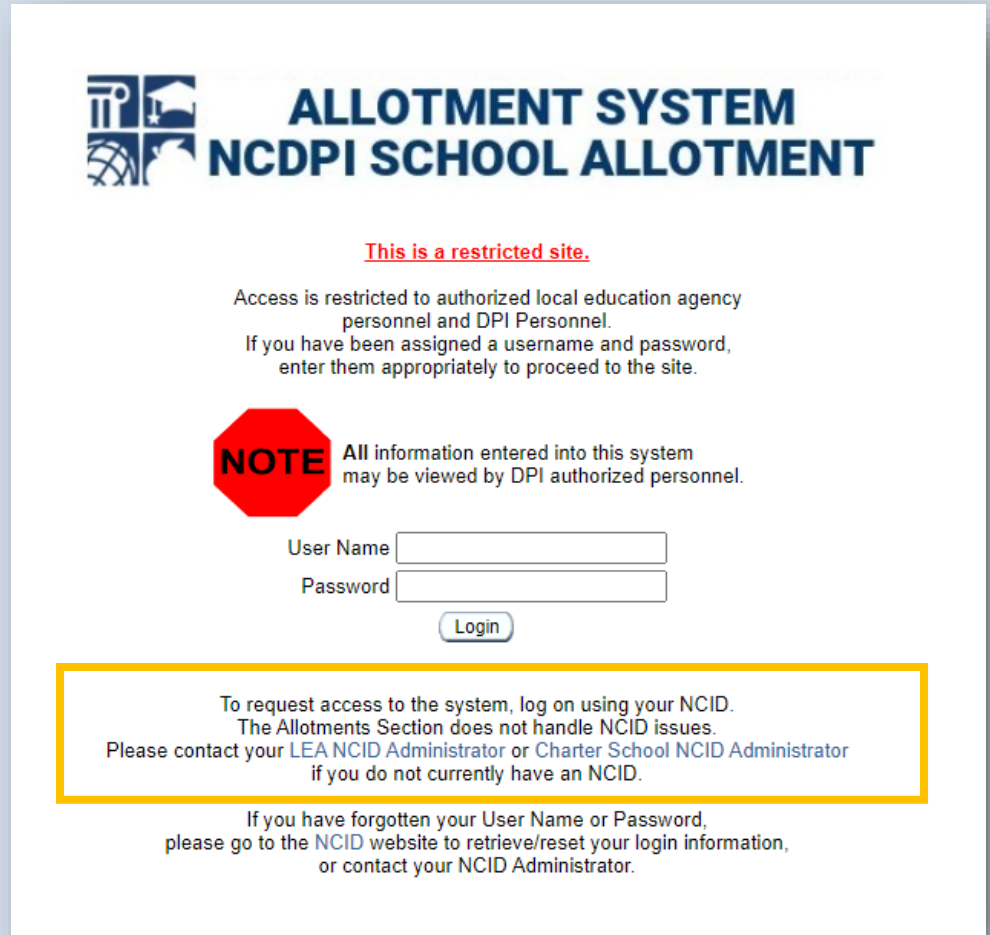
Select LEA Type: **Local Education Agency** | Select LEA/CS: **Alamance-Burlington 010**

Export to CSV

Fiscal Year	LEA	LEA NAME	Allotted ADM	Change from Prior Year	%Change from Prior Year
1997-98	010	Alamance-Burlington	19,270	502	2.67%
1998-99	010	Alamance-Burlington	19,750	480	2.49%
1999-00	010	Alamance-Burlington	19,961	211	1.07%
2000-01	010	Alamance-Burlington	20,583	622	3.12%
2001-02	010	Alamance-Burlington	21,108	525	2.55%
2002-03	010	Alamance-Burlington	21,691	583	2.76%
2003-04	010	Alamance-Burlington	21,551	-140	-0.65%
2004-05	010	Alamance-Burlington	21,753	202	0.94%
2005-06	010	Alamance-Burlington	21,708	-45	-0.21%
2006-07	010	Alamance-Burlington	22,134	426	1.96%
2007-08	010	Alamance-Burlington	22,739	605	2.73%
2008-09	010	Alamance-Burlington	22,762	23	0.10%
2009-10	010	Alamance-Burlington	22,384	-378	-1.66%
2010-11	010	Alamance-Burlington	22,451	67	0.30%
2011-12	010	Alamance-Burlington	22,531	80	0.36%
2012-13	010	Alamance-Burlington	22,423	-108	-0.48%
2013-14	010	Alamance-Burlington	22,690	267	1.19%
2014-15	010	Alamance-Burlington	22,706	16	0.07%
2015-16	010	Alamance-Burlington	22,724	18	0.08%
2016-17	010	Alamance-Burlington	22,764	40	0.18%
2017-18	010	Alamance-Burlington	22,708	-56	-0.25%
2018-19	010	Alamance-Burlington	23,019	311	1.37%
2019-20	010	Alamance-Burlington	22,809	-210	-0.91%
2020-21	010	Alamance-Burlington	23,046	237	1.04%
2021-22	010	Alamance-Burlington	23,030	-16	-0.07%
2022-23	010	Alamance-Burlington	22,847	-183	-0.79%
2023-24	010	Alamance-Burlington	22,766	-81	-0.35%
2024-25	010	Alamance-Burlington	22,185	-581	-2.55%

# The PSU Allotment Site

- To get to your specific PSU information you must have an ID & Password.
  - Request access (with your NCID).
  - It is recommended that more than 1 person at the PSU have access to the PSU site within the allotment system.



The screenshot shows the login interface for the NCDPI School Allotment System. At the top left is a logo with a graduation cap and a globe. To its right is the title "ALLOTMENT SYSTEM" and "NCDPI SCHOOL ALLOTMENT" in bold blue text. Below the title is a red warning: "This is a restricted site." followed by a notice that access is restricted to authorized personnel and that users should enter their credentials if assigned. A red octagonal "NOTE" icon is followed by a warning that all information entered may be viewed by DPI authorized personnel. Below this are two input fields for "User Name" and "Password", and a "Login" button. A yellow-bordered box contains instructions on how to request access and contact the appropriate administrator if needed. At the bottom, there is a link to the NCID website for forgotten credentials.

**ALLOTMENT SYSTEM**  
**NCDPI SCHOOL ALLOTMENT**

[This is a restricted site.](#)

Access is restricted to authorized local education agency personnel and DPI Personnel.  
If you have been assigned a username and password, enter them appropriately to proceed to the site.

**NOTE** All information entered into this system may be viewed by DPI authorized personnel.

User Name

Password

Login

To request access to the system, log on using your NCID.  
The Allotments Section does not handle NCID issues.  
Please contact your LEA NCID Administrator or Charter School NCID Administrator if you do not currently have an NCID.

If you have forgotten your User Name or Password, please go to the [NCID website](#) to retrieve/reset your login information, or contact your NCID Administrator.



# The PSU Allotment Site – ABC Transfers

(The LEA must be logged-in to submit ABC Transfers)

# The PSU Allotment Site – ABC Transfers

## (The ABC Transfer Policies)

The screenshot displays the 'ALLOTMENT SYSTEM NCDPI SCHOOL ALLOTMENT' interface. The navigation menu includes 'Enter Transfer', 'View Transfer List', 'Admin Tables', 'Admin Review Revision', and 'Admin Reports'. The 'Enter Transfer' section contains a breadcrumb trail: '>>1. Introduction >>2. Transfer Policy >>3. Position Transfer >>4. Month Transfer >>5. Dollar Transfer'. The '2. Transfer Policy' section is highlighted, showing 'General Policy' and 'General Statute 115C-105.25' with a bulleted list of requirements. Below this is the 'Transfer Policy by PRC' section, which includes a search bar and a table of PRC categories and their descriptions.

**General Policy**

**General Statute 115C-105.25**

- ABC Transfer Form is required for all transfers.
- Local boards of education may transfer and may approve transfers of funds between funding allotment categories except for the limitations below:

**Transfer Policy by PRC**

PRC	PRC Description	Transfer Policy
000	Textbooks	This PRC is for historical purposes only. All Transfers into and out of Textbooks will be done through PRC 131. Please look at PRC 131 for the transfer policy.
001	Classroom Teachers	No transfers allowed in or out of this category through ABC Transfer Module. Classroom teacher positions may be converted to dollars at the Statewide teacher allotments@dpi.nc.gov.
002	Central Office Administration	Transfers out of central office administration are allowable. Transfers into this category are not allowed.
003	Non-Instructional Support	Transfers are allowed in and out of this category.
004	K-5 Program Enhancement Teachers	No transfers allowed in or out of this category through ABC Transfer Module. Positions may only be transferred out of this PRC to PRC001 Classroom Teachers
005	School Building Admin - Principal	Principal positions: The salary transferred shall be based on the first step of the Base Column of the Principal Salary Schedule (B0). For the purpose of paying for a different certified position from that being transferred into PRC 010 (Certified Positions converted to dollars), the dollar amounts converted from certified position allotments to dollars for the purpose of hiring the same type position is not allowable.
005	School Building Admin - Assistant Principal	Assistant Principals Months: The salary transferred shall be based on the first step of the "A" Teacher Salary Schedule at the salary level of an Assistant Principal

# The PSU Allotment Site – ABC Transfers

(The ABC Transfer Submission Pages)

**ALLOTMENT SYSTEM**  
**NCDPI SCHOOL ALLOTMENT**

Welcome | LEA\_Allotment | General\_Reports | **ABC\_Transfer** | Restart\_School\_Transfer | Admin | Planning\_State\_Initial | Revisions | Revision\_Detail

[Enter Transfer](#) | [View Transfer List](#) | [Admin Tables](#) | [Admin Review Revision](#) | [Admin Reports](#)

Enter Transfer

>>1. Introduction >>2. Transfer Policy >>3. Position Transfer >>4. Month Transfer >>5. Dollar Transfer

**5. Dollar Transfer**

- ABC Transfer Module is closed for FY23-24

STEP 1: Enter Dollar Transfer

Clear Data

Select LEA: 010 Alamance-Burlington

Select Which PRC Transfer From: PRC 002 Central Office Administration

Select Which PRC Transfer To: PRC 003 Non-Instructional Support

Enter Transferred Dollars: 123,456.00

Select School(s) for this Transfer: -- Select School(s) Below --  
All Elementary Schools  
All High Schools  
All Middle Schools  
All Middle and High Schools

Click Button to Calculate Transfer Dollar Amount: Calculate

Allotted 1,317,994 Pending Transfers: 0

Questions: Call School Allotment 984-236-2441

Report - Only for DPI Admin Staff

# The PSU Allotment Site – ABC Transfers

## (The ABC Transfer Submission Pages)

- After hitting the **Calculate** button follow the steps to properly submit the request.
- **Tip:** Pre-calculate your intended transfers in an Excel workbook or other document for an accurate reconciliation and compare before submitting the transfer request.
- Allotment analysts will not be processing **manual adjustment requests**, errors or unintended transfers will need to be addressed in a subsequent ABC transfer submission.

The screenshot shows the ABC Transfer Submission Page with the following sections:

- Navigation:** Welcome, LEA\_Allotment, General\_Reports, **ABC\_Transfer**, Restart\_School\_Transfer, Admin, Planning\_State\_Initial, Revisions, Revision\_Detail. Sub-navigation: Enter\_Transfer, View\_Transfer\_List, Admin\_Tables, Admin\_Review\_Revision, Admin\_Reports.
- Enter Transfer:** >>1. Introduction >>2. Transfer Policy >>3. Position Transfer >>4. Month Transfer >>5. Dollar Transfer
- 5. Dollar Transfer**
- ABC Module is Closed for FY22.**
- STEP 1: Enter Dollar Transfer**
  - Clear Data
  - Select LEA: 010 Alamance-Burlington
  - Select Which PRC Transfer From: PRC 024 Disadvantage Student Supplemental
  - Select Which PRC Transfer To: PRC 034 Academically/Intellectually Gifted
  - Allotted 1,386,220 Pending Transfers: 0
  - Enter Transferred Dollars: 100.00
  - Select School(s) for this Transfer: -- Select School(s) Below --
    - All Elementary Schools
    - All High Schools
    - All Middle Schools
    - All Middle and High Schools
  - Click Button to Calculate Transfer Dollar Amount:
- STEP 2: Display Transfer Amounts Calculation**
  - Date: 10/09/2022
  - LEA 010 Alamance-Burlington
  - Transfer From: PRC 024 CAT#024 Disadvantage Student Supplemental
  - Dollars: 100.00
  - To: PRC 034 CAT#037 Academically/Intellectually Gifted
  - School(s): All High
- STEP 3: Paper Submission (not recommended)**
  - If your LEA prefers Paper submission, instead of On-line Submission, please obtain Signatures of both Finance Officer and Superintendent/Charter School Principal, then email the signed copy to Melissa.Dearman@dpi.nc.gov
  - Do not do both Paper Submission and On-line Submission. Choose either one.
  - The signatures below verify the requested transfer is in accordance with the school(s) improvement plan, if applicable.
  - Signature of Finance Officer:  Signature of Superintendent or Charter Principal:
- STEP 3: Notes and On-line Submission (recommended)**
  - Notes:
  - The "On-line Submission" button will display below, when Finance Officer of your LEA or Charter School Principal logs in to this Allotment System. Finance Officer or Charter School Principal is responsible to enter and on-line submit the transfer to NCDPI School Allotment Section.
  - Upon on-line submission, the Finance Officer or Charter School Principal has verified the requested transfer is in accordance with the school(s) improvement plan, if applicable.
  - Fax Date (only Allotment Staff can see this fax date box):
  - On-line Submission** (highlighted)
  - Click the button to submit to NCDPI School Allotment. (Note: the transfer will be saved and display in the Display Dollar Transfer section below.)
  - DO NOT FAX** the transfer sheet to NCDPI School Allotment Section, upon on-line submission.
  - Print the transfer above** before on-line submission. Prior to select "File" (on the very top left corner of your browser), "Print Preview", "Print", you can click the minus sign on top of the "Display Dollar Transfers" section (if exists) to hide the section for a better printout.
  - Print each transfer** after on-line submission. Under "Display Dollar Transfers" section, by clicking on "View" button by each transfer, the transfer will display in another page where you can File/Print Preview/Print it out.
  - Questions:** Call School Allotment 984-236-2444
  - Report - Only for DPI Admin Staff**

# Allotment Resources

- **Allotment Section of FBS Website**
  - [Allotments — Funding Public School Units | NC DPI](#)
- **“What’s New” Section of FBS Website:**
  - [What's New — Financial and Business Services | NC DPI](#)
- **Allotment System (for PSUs)**
  - Site requires access permission. [Login \(nc.gov\)](#)
  - There is a public site that provide general information.
- **The School Business Newsletter**
  - Subscribe if you have yet to do so.
- **Federal Reversions – Frequently Asked Questions:**
  - [Federal Reversions FAQ](#)

# Best Contact Methods

- **General Allotment Email**

- [Allotments@dpi.nc.gov](mailto:Allotments@dpi.nc.gov)
- Provides multiple Analysts access to your inquiry, update, or request.

- **Staff Direct Email**

- If you email Analysts directly, please copy the manager so we can ensure you are getting timely and appropriate responses.

- **Via Phone**

- For urgency and/or clarity, a phone call may sometimes be required.
- If needed, please leave a detailed voicemail so that we may follow up effectively and efficiently.

# Questions or Comments?



Questions or comments can also be submitted through the Conference App using the QR code on the back of your name tag.

# Thanks for all you do!

*teamwork*  
MAKES THE  
*dream work*