

Appalachia HIDTA

Chart of Accounts-Federal Agencies



| Account | Sub-Account | Description/Example |
|---------------------------------------|--|--|
| Travel | Investigative / Operations | Case related travel - lodging, per diem, air fare, vehicle rental, parking & tolls, local mileage. (Costs related to training travel are not allowed.) |
| Facilities | Improvements | Build-out and/or improvements to facilities (Requires pre-approval from HIDTA) |
| Services | | Cost for re-occurring service agreements for items such as XRY, Cellbrite, vehicle trackers, pole cameras, etc. are not allowed. |
| | Communications - data lines | Internet, data lines, cable, satellite, radio, SINS, network access charges |
| | Equipment Rentals | Copier, computer, postage, fax |
| | Investigative Services | Title III, deconfliction, wire monitoring, stenographic, interpreter, pen register, transcription, subpoena cost, trap-n-trace |
| | Printing and document support | Printing, duplication, shredding, scanning, photo processing. |
| | Service Contracts | Consulting, information technology, maintenance, network data drops, lab fees, short term storage (excess of 3 month rental must be pre-approve by HIDTA) |
| | Shipping and postage | Freight, postage, courier |
| | Subscriptions-publications | Books and subscriptions-directories, journals, newspapers, and other periodicals |
| Equipment (Over \$5,000 per item) | | (Equipment means property with a per unit acquisition cost of \$5,000 or more.) (All equipment purchases require prior approval from HIDTA.) |
| Supplies (less than \$5,000 per item) | Investigative/Operational | Photographic, audio tape, stop sticks, Nomex gear, disposable suits, gloves, booties, special hygiene products related to investigative or operational activities, tactical vest (not-standard issue), steam lights. |
| | General Office | General office supplies including paper, pencils, reference books, toner, cables, CDs, etc. |
| | Other investigative/office type items not listed above such as Desks, Workstations, TV; technical investigative equipment such as sensors, trackers, GPS, canines, cameras, lenses, scopes, etc. | Requires pre-approval from HIDTA. |
| Other | PE/PI | Purchase of evidence, purchase of information, and undercover services such as temporary hotel for informant safety. |