

Name	Code	Description
Resources for families	5050	Resources purchased for families
Common Purse Fund	5060	Expenditure purchased via the Common Purse Fund
Donations Paid	5070	Donations to other organisations
Mileage	6120	Employee mileage
Travel and Subsistence	6130	Employee expenses - Parking, expenses related to meetings with internal staff / volunteers / families.
Expenses - Student Social Workers	6131	Expenses for Student Social Workers
Accommodation costs	6140	Employee expenses - Hotel costs
Business entertaining	6150	Employee expenses - Expenses related to meetings with external people, such as Church Leaders, other Partners.
Flawsome Community Work	6160	Employee expenses relating to Flawsome community work
TP resources	6170	For TP resources
Staff Recruitment	6200	Ad bundles, interview costs
Staff DBS Checks	6201	DBS Checks for staff
Training	6210	Training courses
Conferences	6211	Conference fees
Annual Conference	6212	Costs related to Safe Families annual conference
Volunteer events - Room Hire	6310	Room hire for volunteer training, info evenings etc.
Volunteer events - Catering	6311	Food and drinks for volunteer training, info evenings etc.
Volunteer events - Trainer costs	6312	Cost of any external trainers used for volunteer training, info evenings etc.
Volunteer events - Sundry	6313	Cost of plates, cups, other materials for volunteer training, info evenings etc. (Not stationery!).
Volunteer expenses	6314	Re-imburement of expenses to volunteers for the support of families (Only in times where the volunteer would be in financial hardship!).
Gifts for volunteers	6315	Flowers, cards, chocolates, etc bought for volunteers.
Volunteer DBS Checks	6316	DBS Checks for volunteers
Insurance	6400	Public and Professional Liability, Employers Insurance
Buildings Insurance	6401	Buildings insurance
Rent Payable	6402	Office rent
Electricity	6403	Office electricity
Gas	6404	Office gas
Water	6405	Office water rates
Business rates	6406	Office business rates
Office cleaners	6407	Cost of office cleaners
Cleaning materials	6408	Cost of cleaning materials
Maintenance	6409	Cost of office maintenance
Office furniture / furnishings	6410	Cost of office furniture, blinds, kettles etc. Anything needed to set up an office.
Stationery	6411	Office stationery, incl Printer cardtridges

Photocopier leases	6412 Cost of photocopier leases
Photocopying	6413 Cost of photocopying
Postage	6414 Cost of postage / stamps.
Health and Safety	6415 Cost of Health and Safety items, such as First Aid boxes, posters etc.
Employee Belonging	6416
Office supplies	6417 Tea, coffee, milk, etc
Staff welfare	6418 Flowers for staff sickness
Office broadband	6500 Cost of office broadband
Mobile Phone charges	6510 Costs of mobile phone rental and usage.
Mobile Phone handsets	6511 Costs of new handsets
Mobile Phone accessories	6512 Costs of accessories for mobile phones such as screen protectors.
Office Telephones - Leases	6520 Lease of office telephone equipment
Office Telephones - Charges	6521 Cost of usage of office telephones
Office 365	6530 Cost of Office 365 Licenses
Anti-Virus	6531 Cost of Anti-Virus protection
Adobe	6532 Cost of Adobe licenses
Exclaimer	6533 Automatically apply standardised and centrally updated signatures to all outgoing mail. (Used from Aug 2024)
IT Hardware	6540 Cost of IT Hardware such as laptops, and printers
IT Peripherals	6541 Cost of IT peripherals such as Keyboards, Monitors, Mouse, Cables
IT Accessories	6542 Cost if IT accessories, such as laptop bags
Database Hosting	6543 Cost of Database Hosting and Database Hosting management.
Website Hosting	6544 Cost of website hosting
Postcode Anywhere	6545 Used to certify addresses in the database.
Text Anywhere	6546 Used to post texts direct from the database at cost of 6.5p per text. Cost is for pack of 1000 which will last circa 2 years.
Domain registrations	6547 Cost of registering domains
SSL Certificate	6548 Cost of SSL Certificate
Apple Developer Network	6549 Membership to allow us to publish apps via the Apple app store
Google Play Console	6550 Membership to allow us to publish Android apps via the Google Play store
Zendesk	6551 Used to host online help files and database helpdesk. New amount includes support chat capability. Based on 6 users.
Zoom	6552 Zoom rooms for national (with large group add on) and regional teams
Mailchimp Essentials	6553 Used for sending of electronic news/thank yous/campaigns.
dbdiagram.io	6554 Online service for visualising and managing database table structures and relationships.
Crossware Mail	6555 Automatically apply standardised and centrally updated signatures to all outgoing mail.
Cyber Essentials Accreditation	6556 Governance certification for systems security.
Window 10 Elimination Project	6557

Email security	6558 Email security
Zapier	6559 Connect giving platform to database and mailchimp
Comms - Printed Materials - TP	6600
Comms - Branded Goods	6601
Comms - Christmas Cards	6602
Comms - Direct Mail	6603
Comms - Equipment	6604
Comms - Belonging Course	6605
Comms - 10th Birthday Event	6606
Comms - Filming	6607
Comms - Printed Materials	6608
Comms - Advertising	6609
Comms - External Design Work	6610
Comms - Conferences	6611
Comms - Other	6612
Fundraising - Kits and Clothing	6700
Fundraising - Dinners	6701
Fundraising - Other	6702
Fundraising - Jelly Welly Walk Packs	6703
Fundraising - Sponsored Events	6704
Fundraising - Admin Fees	6705 Stripe / Go Cardless / Barclaycard Anywhere / Justgiving fees
Legal Fees	6750 Cost of legal fees incurred
Audit Fees	6800 Statutory audit fee
Payroll Fees	6801 Monthly payroll costs
Accounts Software Fees	6802 Monthly costs of accounting software
Other Accounting fees	6803 Fees for any accounting advice, such as P11D preparation, Pensions advice, Financial advisory services
HR Retainer	6804 Annual costs of HR consultant
Health and Safety Retainer	6805 Annual costs of Health and Safety consultant
Fundraising Support	6806 Monthly cost of Fundraising consultants
Occupational Health	6807 Monthly costs of Occ Health services
Cash Management fees	6808 Cost of Cash management
Staff surveys	6809 Cost of staff surveys such as Q12.
Data Protection	6810 Costs of meeting GDPR / Data Protection standards such as ICO.
Professional Subscriptions	6811 Costs of Employee Professional Subscriptions
Trustee Expenses	6812 Cost of postage / stamps.

Other Governance expenses	6813 Cost of governance, such as Annual Completion Statements.
Practice Educator	6814 Costs of Practice Educator looking after students
Amazon Prime	6815 Cost of Amazon Prime
Evaluations	6816 Cost of evaluation/impact reports
Consultancy fees	6817 Cost of consultancy
Interest Payable	6900 Interest payable
Bank charges	6901 Charges incurred on banking transactions.
Sundry	7000