

Amendments that increase/decrease a program budget must be approved by the board.

Budget Rationale	Changes to Revenues	Changes to Appropriations	Changes Impacting F/Bal	Total	
GENERAL FUND					
INCREASES					
Increase expenditures -Increase Transfer Out - Capital Project by \$3,330,233 for funding of new AB School West Replacement Building .(BA #1516-12-1)	-	3,330,233	(3,330,233)	3,330,233	(1)
Increase expenditures - Increase Building Improvements by \$450,000 to fund Irvington Elevator Renovation Project (BA #1516-12-4)		450,000	(450,000)	450,000	(4)
Increase expenditures -Increase Employee Travel - Lodging by \$5,000 to cover expenses not funded by grant. (BA #1516-12-3)		5,000	(5,000)	5,000	(3)
Increase revenues & expenditures- Increase Current Tax Distribution by \$5000 to cover printing for Research & Evaluation. (BA #1516-12-5)	5,000	5,000		5,000	(5)
Increase revenues & expenditures- Increase Department Wide Current Tax Revenue and Professional Services by \$45,000. (BA #1516-12-5)	45,000	45,000		45,000	(5)
DECREASES					
Decrease Department wide revenues & expenditures- Center for Safe Schools by \$50,000 (BA #1516-12-5)	(50,000)	(50,000)		(50,000)	(5)
Total GENERAL FUND:				\$ 3,785,233	
CAPITAL PROJECT FUND					
INCREASES					
Increase revenues and expenditures -Increase Capital Project fund by \$10,567,059 to fund AB School West Replacement Building. \$7,236,826 will be funded by bond proceeds and \$3,330,233 will be transferred in from General Fund(BA #1516-12-2)	7,236,826 3,330,233	10,567,059		10,567,059	(2)
Total CAPITAL PROJECT FUND:				\$ 10,567,059	

HARRIS COUNTY DEPARTMENT OF EDUCATION
FY 2015-16 BUDGET AMENDMENT REPORT - GENERAL FUNDS 100-199
December 15, 2015

	APPROVED BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET	PERCENT CHANGE	NOTE NO.
<u>ESTIMATED REVENUES & OTHER RESOURCES</u>					
<u>Revenues</u>					
Local Customer Fees/Charges	\$20,477,153	-	\$20,477,153		
Local Property Tax Rev-Curren	20,821,560	-	20,821,560		
Local Property Tax Rev-Del, P&	410,500		410,500		
Local Investment Earnings	8,000		8,000		
Local Grants	5,000		5,000		
Local Miscellaneous Revenue	59,000		59,000		
Total Local Revenues:	41,781,213	-	41,781,213	0.0%	
State FSP Compensation	300,000		300,000		
State TEA Health Insurance	450,000	-	450,000		
Total State Revenues:	750,000	-	750,000	0.0%	
Federal Grants Indirect Cost	1,379,419	-	1,379,419		
Total Estimated Revenues:	43,910,632	-	43,910,632	0.0%	
<u>Other Resources</u>					
State TRS Matching	2,150,000	-	2,150,000		
Transfers In - Choice Partners	1,164,940	-	1,164,940		
Total Other Resources:	3,314,940	-	3,314,940	0.0%	
Total Estimated Revenues & Other Resources:	\$47,225,572	\$0	\$47,225,572	0.0%	
<u>APPROPRIATIONS & OTHER USES</u>					
<u>Appropriations</u>					
Adult Education Local	\$187,650	\$ -	\$187,650		
Educator Certification and Professional Advancem	442,794	-	442,794		
Assistant Superintendent-Education and Enrichm	279,770	-	279,770		
Assistant Superintendent-Academic Support	260,159	-	260,159		
Board of Trustees	230,140	-	230,140		
Business Support Services	1,846,138	-	1,846,138		
Center for Safe & Secure Schools (CSSS)	541,608	(50,000)	491,608		5
Client Engagemen	468,005	-	468,005		
Head Start	0	5,000	5,000		3
Communications	915,614	-	915,614		
The Center for Afterschool, Summer and Expanded Learnin	160,484	-	160,484		
Department Wide (DW)	3,752,436	450,000	4,202,436		4
Digital Learning & Instructional Learning	100,277	-	100,277		
Education Foundatio	201,875	-	201,875		
Special Assistant to Superintenden	189,576	-	189,576		
Facilities Support Services					
Construction Services	132,646	-	132,646		
Construction Project Program	701,090	-	701,090		
Building & Vehicle Replacem	225,983	-	225,983		
Records Management Service	1,714,932	-	1,714,932		
Human Resources	984,899	-	984,899		

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HARRIS COUNTY DEPARTMENT OF EDUCATION
FY 2015-16 BUDGET AMENDMENT REPORT - GENERAL FUNDS 100-199
December 15, 2015

	APPROVED BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET	PERCENT CHANGE	NOTE NO.
<u>APPROPRIATIONS & OTHER USES</u>					
<u>Appropriations, Continued</u>					
Instructional Support Services:					
Bilingual Education	206,933		206,933		
The Teaching and Learning Center	218,053		218,053		
Early Childhood Winter Conference	247,433		247,433		
English Language Arts	303,087		303,087		
Math	396,343		396,343		
Professional Development	48,146		48,146		
Science	136,324		136,324		
Social Studies	96,412		96,412		
Speaker Series	179,830		179,830		
Special Education	42,073		42,073		
Purchasing Support Services:	534,793	-	534,793		
Research & Evaluation Institute	551,801	-	551,801		
Center for Grants Development	565,638	-	565,638		
Retirement Leave Benefits	200,000	50,000	250,000		5
Scholastic Arts	117,035	-	117,035		
Special Schools					
Academic and Behavior School East	3,503,896	-	3,503,896		
Academic and Behavior School West	3,137,116	-	3,137,116		
Highpoint East School	2,788,338	-	2,788,338		
Highpoint North School	1,491,161	-	1,491,161		
Special Schools Administration	515,978	-	515,978		
School Based Therapy Service:	10,034,802	-	10,034,802		
Superintendent's Office	385,434	-	385,434		
State TEA Employee Portion Health Insurance	450,000	-	450,000		
State TRS On Behalf Matching	2,150,000	-	2,150,000		
Technology Support Services:					
Chief Information Officer	190,256	-	190,256		
Technology Support Service:	4,038,561	-	4,038,561		
Digital Education and Innovation	235,395	-	235,395		
Total Appropriations:	46,100,914	455,000	46,555,914	1.0%	
<u>Other Uses</u>					
Transfer-DW to Retirement Leave Fund 199	-		-		
Transfer-DW to CASE After School Fund 288	550,787	-	550,787		
Transfer-DW to Headstart Fund 205	371,886	-	371,886		
Transfer-DW to QZAB Payment-Debt Svc Fund 599	692,829		692,829		
Transfer-DW to Lease Debt Svc Fund 599	1,715,372		1,715,372		
Transfer Out - Capital Project	-	3,330,233	3,330,233		1
Transfers Out-Other			-		
Total Other Uses:	3,330,874	3,330,233	6,661,107	100.0%	
Total Appropriations & Other Uses:	49,431,788	3,785,233	53,217,021	7.7%	
Excess/(Deficiency) Estimated Revenues & Other Resources Over/(Under)					
Appropriations & Other Uses:	(\$2,206,216)	(\$3,785,233)	(\$5,991,449)		

* Refer to the detail fund balance information on the following page.

HARRIS COUNTY DEPARTMENT OF EDUCATION
FY 2015-16 BUDGET AMENDMENT REPORT-GENERAL FUND FUND BALANCE
December 15, 2015
(Unaudited)

TOTAL APPROPRIATIONS FROM FUND BALANCE

	APPROPRIATED FROM VARIOUS CATEGORIES	APPROPRIATED FROM UNASSIGNED	TOTAL APPROPRIATED
<u>Division Distribution</u>			
Assets Replacement Schedule	(\$525,000)	-	(\$525,000)
Building and Vehicle Replacement Schedule	(\$550,000)	-	(\$550,000)
Capital Projects	5,521,446	-	5,521,446
Center for Safe & Secure Schools	(285,000)	-	(285,000)
Department Wide	-	(1,433,725)	(1,433,725)
Early Childhood Intervention Funding	(1,100,000)	-	(1,100,000)
ECl Local	0	(630,816)	(630,816)
Employee Courtesy Committee	(39,144)	-	(39,144)
External Relations-Local	0	(115,000)	(115,000)
Facility Support Services	(1,963,018)	(710,423)	(2,673,441)
Head Start	0	(5,000)	(5,000)
Insurance Deductibles	(500,000)	-	(500,000)
ISS - Special Education	0	(3,800)	(3,800)
New Payroll System	(209,885)	-	(209,885)
Preschool Preparedness Initiative Program	(1,500,000)	-	(1,500,000)
Records Management	-	(28,000)	(28,000)
Retirement Leave Fund 190	(400,000)	-	(400,000)
Technology	(591,173)	-	(591,173)
Unemployment Liability	(200,000)	-	(200,000)
Total Fund Balance Appropriations:	(\$2,341,774)	(2,926,764)	(\$5,268,538)

FUND BALANCE RECAP

	SEPTEMBER 1	APPROPRIATED YEAR-TO-DATE	ESTIMATED BALANCE
<u>Nonspendable Fund Balance</u>			
Investment in Inventory, September 1	\$118,266	-	\$118,266
Deferred Revenues	30,645	-	30,645
Total Nonspendable Fund Balance	148,911	0	148,911
<u>Restricted Fund Balance</u>			
QZAB Project	6,281	-	6,281
Total Restricted Fund Balance	6,281	0	6,281
<u>Committed Fund Balance</u>			
Employee Retirement Leave Fund	1,250,000	(400,000)	850,000
Preschool Preparedness Initiative Program	1,500,000	(1,500,000)	0
Unemployment Liability	400,000	(200,000)	200,000
Capital Projects	0	2,191,213	2,191,213
Total Committed Fund Balance	3,150,000	91,213	3,241,213
<u>Assigned Fund Balance</u>			
Assets Replacement Schedule	1,425,000	(1,116,173)	308,827
Building and Vehicle Replacement Schedule	1,450,000	(736,650)	713,350
Safe Alert Software-CSSS	285,000	(285,000)	0
Deferred Revenues-Highpoint Schools	103,300	-	103,300
Early Childhood Intervention Funding	1,100,000	(1,100,000)	0
Insurance Deductibles	500,000	(500,000)	0
Fund 199 Local Construction	1,776,368	(1,776,368)	0
Employee Courtesy Committee	39,144	(39,144)	0
New Payroll System	209,885	(209,885)	0
PFC Lease Payment	807,915	-	807,915
QZAB Bond Payment	697,833	-	697,833
Total Assigned Fund Balance	\$8,394,445	(5,763,220)	\$2,631,225
Total Unassigned Fund Balance	14,901,562	(2,926,764)	11,974,798
Estimated Total Fund Balance, General Fund:	\$26,601,199	(\$8,598,771)	\$18,002,428

HARRIS COUNTY DEPARTMENT OF EDUCATION
FY 2015-16 BUDGET AMENDMENT REPORT - FUNDS 200-499 & 600-799
December 15, 2015

	GRANT PERIOD *	APPROVED BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET	PERCENT CHANGE	NOTE	NO.
ESTIMATED REVENUES & OTHER RESOURCES							
Estimated Revenues							
Local Program Revenues		\$1,972,162		\$1,972,162			
State Program Revenues		2,040,989		2,040,989			
Federal Program Revenues		27,599,567		27,599,567			
Total Estimated Revenues:		31,612,718	-	31,612,718	0.0%		
Other Resources							
Transfer In-CASE After School Program		550,787	-	550,787			
Transfer In-Head Start		371,886	-	371,886			
Transfer In-General Fund		-	3,330,233	3,330,233			2
Interdepartmental Revenues		5,924,556		5,924,556			
Bond Proceeds		-	7,236,826	7,236,826			2
Total Other Resources:		6,847,229	10,567,059	17,414,288			
Other Resources:		\$38,459,947	10,567,059	\$49,027,006	27.5%		
APPROPRIATIONS & OTHER USES							
Adult Education Program							
Fed TANF	10/01/15-06/30/16	\$247,000		\$247,000			
Fed TANF	10/01/14:09/30/15	16,634.00		\$16,634			
Fed ABE Regular	10/01/15-06/30/16	2,232,595		2,232,595			
Fed ABE Regular	10/01/14:09/30/15	441,104.00		441,104			
Fed ABE EL/Civics	10/01/15-06/30/16	535,800		535,800			
Fed ABE EL/Civics	10/01/14:09/30/15	43,507.00		43,507			
State ABE Regular	10/01/15-06/30/16	592,800		592,800			
State ABE Regular	10/01/14:09/30/15	57,329.00		57,329			
State TANF	10/01/15-06/30/16	-		0			
State TANF	10/01/14:09/30/15	-		0			
Local-EFHC IBM Grant	09/01/13:08/31/15	-		-			
Local-Dollar General	05/01/14:12/31/14	-		-			
Total Adult Education:		4,166,769	-	4,166,769	0.0%		
Educator Certification and Professional Advancement							
Fed DOE National Educator Grant	10/01/15-09/30/16	221,324		221,324			
Fed DOE National Educator Grant	10/01/14-09/30/15	55,634		55,634			
Total Alternative Certification Program:		276,958	-	276,958	0.0%		
The Center for Afterschool, Summer and Expanded Learning (CASE)							
Fed 21 st Century CLC-Cycle VII	08/01/15-07/31/16	2,062,665		2,062,665			
Fed 21 st Century CLC-Cycle VIII	08/01/15-07/31/16	2,040,522		2,040,522			
Fed/Local After School Partnership	10/01/13-09/30/14	73,861		73,861			
Fed/Local After School Partnership	10/01/14-09/30/15	147,099		147,099			
Fed/Local After School Partnership	10/01/15-09/30/16	2,363,386		2,363,386			
Loc Houston Endowment	01/01/15-12/31/15	990,000		990,000			
Loc Houston Endowment ENRICH	09/01/13-08/31/14	82,259		82,259			
Loc City of Houston	08/01/15-07/31/16	700,000		700,000			
Loc EFHC Energy City	09/01/14-08/31/15	45,000		45,000			
Total CASE:		8,504,792	-	8,504,792	0.0%		

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HARRIS COUNTY DEPARTMENT OF EDUCATION
FY 2015-16 BUDGET AMENDMENT REPORT - FUNDS 200-499 & 600-799
December 15, 2015

	GRANT PERIOD *	APPROVED BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET	PERCENT CHANGE	NOTE	NO.
APPROPRIATIONS & OTHER USES (CONTINUED)							
Digital Learning & Instructional Technology (DLIT)							
State Texas Virtual Schools Network	09/01/15-08/31/16	1,390,860		1,390,860			
Total DLIT:		<u>1,390,860</u>	<u>-</u>	<u>1,390,860</u>	0.0%		
Head Start Program							
Fed Head Start	01/01/16-12/31/16	11,403,460		11,403,460			
Fed Head Start	01/01/15-12/31/15	3,990,812		3,990,812			
Fed Head Start Training Funds	01/01/16-12/31/16	98,076		98,076			
Fed Head Start Training Funds	01/01/15-12/31/15	13,121		13,121			
Fed Early Head Start Start Up	03/01/15-08/31/16	678,250		678,250			
Fed Early Head Start Operating	03/01/15-08/31/16	1,797,620		1,797,620			
Fed Early Head Start Training & TA	03/01/15-08/31/16	45,278		45,278			
Loc Head Start In-Kind Matching	01/01/16-12/31/16	-		-			
Loc Head Start In-Kind Matching	01/01/15-12/31/15	-		-			
Loc Hogg Foundation	07/01/14-06/30/15	7,273		7,273			
Total Head Start:		<u>18,033,890</u>	<u>-</u>	<u>18,033,890</u>	0.0%		
Research & Evaluation							
Fed-LPI-Research Institute of Texas	01/01/14-12/31/15	2,919		2,919			
Fed-LPI-Science	01/01/14-12/31/15	11,573		11,573			
Total Research & Evaluation:		<u>14,492</u>	<u>-</u>	<u>14,492</u>	0.0%		
Technology							
Loc Digital Trust Foundation	02/01/15-02/29/16	147,630		147,630			
Total Technology:		<u>147,630</u>	<u>-</u>	<u>147,630</u>	0.0%		
Capital Funds							
AB School Building Construction		-	10,567,059	10,567,059	100.0%		2
Total Capital Fund:		<u>-</u>	<u>10,567,059</u>	<u>10,567,059</u>			
Facility Support							
Facilities		5,924,556		5,924,556	0.0%		
		5,924,556	-	5,924,556			
Total Appropriations & Other Uses:		<u>\$ 38,459,947</u>	<u>\$ 10,567,059</u>	<u>\$ 49,027,006</u>	27.5%		
Excess/(Def) Estimated Revenues & Other Resources Over/(Under) Appropriations & Other Uses:		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>			

* Grant periods often differ from the HCDE fiscal year (September 1-August 31).

Posted Agenda Item:

BA #1516-12-1 Discussion and possible action to approve the **General Fund** (1996) budget amendment in the amount of \$3,330,233.

Subject:

Budget; General Fund; The expenditures (Transfer out) will increase by \$3,330,233

Rationale:

Justification:

Estimated revenues are \$0

HCDE will build a new building for the AB school student. The funding for this project is bond proceeds in the amount of \$7,236,826 and a transfer in from general fund in the amount of \$3,330,233. The building is expected to be completed by August 2017. The transfer out will be funded from the committed general fund balance.

Total appropriations are \$3,330,233

HCDE shall appropriate the following:

Transfer out –Capital project will increase by \$3,330,233 and will be funded from the general fund committed fund balance.

Law Requirement:

Pursuant to the Texas Education Agency Financial Accountability System Resource Guide, Financial Accounting and Reporting Update 15, formal budget amendments are required in order to be in compliance with sections 1.1.1 GAAP & Legal Compliance and 1.1.2 Legal Requirements

Evaluation Method and Timeline:

The department board minutes should be used to record any amendments to the budget. Monthly division financial statements are prepared and presented to ensure expenditures are within the budgeted categories.

Fiscal Impact and Cost/ Funding source

The enclosed detail is being presented as budget amendment **BA #1516-12-1** with an increase in the appropriations in the amount of \$3,330,233. HCDE committed fund balance will fund the transfer out to the capital project in the amount of \$3,330,233.

Compliance with Board Policy

CE (Local/Legal) - Annual Operating Budget.

Recommendation:

Staff recommends approval of **BA #1516-12-1**

Posted Agenda Item:

BA #1516-12-2 Discussion and possible action to approve the **Capital Project Fund** (6976) budget amendment in the amount of \$10,567,059. The capital project period is December 2015 and will end until the project is completed.

Subject:

Budget; Capital Project Fund; The revenues and the expenditures will both increase by \$10,567,059

Rationale:

Justification:

Estimated revenues are \$10,567,059

HCDE will build a new building for the AB school student. The funding for this project is bond proceeds in the amount of \$7,236,826 and a transfer in from general fund in the amount of \$3,330,233. The building is expected to be completed by August 2017.

Total appropriations are \$10,567,059

HCDE shall appropriate the following:

Building Construction/Improvements will increase by \$10,567,059.

Law Requirement:

Pursuant to the Texas Education Agency Financial Accountability System Resource Guide, Financial Accounting and Reporting Update 15, formal budget amendments are required in order to be in compliance with sections 1.1.1 GAAP & Legal Compliance and 1.1.2 Legal Requirements

Evaluation Method and Timeline:

The department board minutes should be used to record any amendments to the budget. Monthly division financial statements are prepared and presented to ensure expenditures are within the budgeted categories.

Fiscal Impact and Cost/ Funding source

The enclosed detail is being presented as budget amendment **BA #1516-12-2** with an increase in both the revenues and appropriations in the amount of \$10,567,059. HCDE committed fund balance will fund the transfer out to the capital project in the amount of \$3,330,233.

Compliance with Board Policy

CE (Local/Legal) - Annual Operating Budget.

Recommendation:

Staff recommends approval of **BA #1516-12-2**

Posted Agenda Item:

BA #1516-12-3 Discussion and possible action to approve the **General Fund** (1996) budget amendment in the amount of \$5,000.

Subject:

Budget; General Fund; The expenditures will increase by \$5,000

Rationale:

Justification:

Estimated revenues are \$0

A budget of \$5,000 will be established for Head Start Administration in the General Fund to cover travel expenses not funded by grant funds. The transfer will be funded from the unassigned fund balance.

Total appropriations are \$5,000

HCDE shall appropriate the following:

A budget of \$5,000 will be established for Head Start Administration in the General Fund to cover travel expenses not funded by grant funds. The transfer will be funded from the unassigned fund balance.

Law Requirement:

Pursuant to the Texas Education Agency Financial Accountability System Resource Guide, Financial Accounting and Reporting Update 15, formal budget amendments are required in order to be in compliance with sections 1.1.1 GAAP & Legal Compliance and 1.1.2 Legal Requirements

Evaluation Method and Timeline:

The department board minutes should be used to record any amendments to the budget. Monthly division financial statements are prepared and presented to ensure expenditures are within the budgeted categories.

Fiscal Impact and Cost/ Funding source

The enclosed detail is being presented as budget amendment **BA #1516-12-3** with an increase in the appropriations in the amount of \$5,000 HCDE unassigned fund balance will fund the transfer to the travel account in the amount of \$5,000.

Compliance with Board Policy

CE (Local/Legal) - Annual Operating Budget.

Recommendation:

Staff recommends approval of **BA #1516-12-3**

Posted Agenda Item:

BA #1516-12-4 Discussion and possible action to approve the **General Fund** (1996) budget amendment in the amount of \$450,000.

Subject:

Budget; General Fund; The expenditures will increase by \$450,000

Rationale:

Justification:

Estimated revenues are \$0

A budget of \$450,000 will be established in the General Fund to cover the Elevator Renovation Project at the 6300 Irvington Building. The transfer will be funded from the unassigned fund balance.

Total appropriations are \$450,000

HCDE shall appropriate the following:

A budget of \$450,000 will be established for the Elevator Renovation Project at the 6300 Irvington Building, in the General Fund. The transfer will be funded from the unassigned fund balance.

Law Requirement:

Pursuant to the Texas Education Agency Financial Accountability System Resource Guide, Financial Accounting and Reporting Update 15, formal budget amendments are required in order to be in compliance with sections 1.1.1 GAAP & Legal Compliance and 1.1.2 Legal Requirements

Evaluation Method and Timeline:

The department board minutes should be used to record any amendments to the budget. Monthly division financial statements are prepared and presented to ensure expenditures are within the budgeted categories.

Fiscal Impact and Cost/ Funding source

The enclosed detail is being presented as budget amendment **BA #1516-12-4** with an increase in the appropriations in the amount of \$450,000 HCDE unassigned fund balance will fund the transfer to the General Fund in the amount of \$450,000.

Compliance with Board Policy

CE (Local/Legal) - Annual Operating Budget.

Recommendation:

Staff recommends approval of **BA #1516-12-4**

Posted Agenda Item:

BA #1516-12-5 Discussion and possible action to approve the General Fund (1996) budget amendment in the amount of \$50,000.

Subject:

Budget; General Fund; The revenues and expenditures will be transferred from budget manager (005-Center for Safe Schools) to budget managers (924-Research & Evaluation and 098-Department Wide in the amount of \$50,000. There is no impact to the HCDE Fund Balance.

Rationale:

Justification:

Estimated revenues are \$50,000

A budget of \$50,000 will be transferred between budget managers to cover the distribution of research findings. There is no impact to the HCDE Fund Balance.

Total appropriations are \$50,000

HCDE shall appropriate the following:

A budget of \$50,000 will be transferred between budget managers to cover the distribution of research findings. There is no impact to the HCDE Fund Balance.

Law Requirement:

Pursuant to the Texas Education Agency Financial Accountability System Resource Guide, Financial Accounting and Reporting Update 15, formal budget amendments are required in order to be in compliance with sections 1.1.1 GAAP & Legal Compliance and 1.1.2 Legal Requirements

Evaluation Method and Timeline:

The department board minutes should be used to record any amendments to the budget. Monthly division financial statements are prepared and presented to ensure expenditures are within the budgeted categories.

Fiscal Impact and Cost/ Funding source

The enclosed detail is being presented as budget amendment **BA #1516-12-5** with a transfer of revenues and appropriations in the amount of \$50,000. There is no impact to the HCDE Fund Balance.

Compliance with Board Policy

CE (Local/Legal) - Annual Operating Budget.

Recommendation:

Staff recommends approval of **BA #1516-12-5**