



The University of Chicago

The Oriental Institute

OFFICE OF THE DIRECTOR



June 3, 1924.

President E. D. Burton, University of Chicago.

Dear Mr. Burton: .

I am submitting herewith for your approval the budget of the Oriental Institute for the fiscal year 1924/25. It contains merely fuller details regarding the disposition of the funds of which I gave you a general sketch in my letter of May 17th.

By a combination of economy in general expenditures in the proposed 1924/25 budget, with savings which I have been consistently accumulating from previous budgets, we shall be able to erect the house at Luxor.

You will see, therefore, that the budget is made up three sections:

- I. Annual Expenditures (reduced to aid the building fund).
- II. Non-annual Expenditures (non-recurring expenditures)
- III. Balance-sheet.

I am also handing to the Auditor a copy of this Budget with the understanding that it will go into force as according you are able to give it your approval.

Very truly yours,

JHB: ES

Director.

The University of Chicago

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Jume 3, 1924

Bresident H. D. Burton, University of Chicego.

Dear Mr. Burton: .

I am submitting herewith for your approval the budget of the Coller Oriental Institute for the fiscal year 1924/25. It contains merely follow details regarding the disposition of the fonds of which I gave you a general skelch in my latter of May 19th.

or and the second of economy in general expenditures in the proposed 1924/25 budget, with savings which I have been consistently scenamilating from previous budgets, we shall be able to erect the house at luxor.

You will see, therefore, that the budget is made up at three

I. Annual Expenditures (reduced to sid the building fund).

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III. Belance-sheet

and did by Jego and to the Auditor a copy of this Rudget with the understanding that it will go into force eached to you are able to give it your approval.

Very truly yours,

SE: SHI

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I. ANNUAL EXPENDITURES (reduced to aid Building Fund)

1. ANNOAL EAPENDITORED (Teddeed to	GTR DRIT.	MANG THE	m.)				
		Travel-					
	Sal aries	ing	Total				
		Expen-					
Staffs: Salaries and Traveling Expenses		10.00					
1. Administration							
Director	2000.	2500.	4500.				
Secretary, Dr. T. G. Allen (besides salary	2200		2200.				
of \$1800. as Sec'y. Haskell Museum) Stenographer, Miss Stefanski	2200. 1320.		1320.				
Registrar, Miss Young	1500.		1500.			+	
Preparator, Burtch	1800.		1800.	11320.			
2. Archives Project							
Librarian - Archivist, Miss Johanne Vindenas	1500.			1500.			
3. Assyrian Dictionary Project							
Sec'y. Assyr. Dict. Staff	2000.		2000.				
Clerks Dr. Luckenbill's British Museum Trip	1800.	500.	1800.				
		000.	000.	2000.			
4. Coffin Text Project Dr. Alan H. Gardiner (b. 350-0-0 approx.)		1600	1600.				
Dr. Alan H. Gardiner's Ass't. (L. 300-0-0 applex.)	1350.	The state of the s	1475.	3075.			
5. Inscription Salvage Project							
Field Director	3500.	300.	3800.				
Photographer (used also on Coffin Texts		100	3 FF 4 A				
(L.E 30 monthly - approx.) Draughtsman	1640.	300.	1740.	8015.			
St. St. St. and St. and A. White place.							
Total Salaries					28210.	187	
Assyrian Dictionary Project	7			*			
Salaries, etc., as above (No. 3)	4300.						
Filing and Storage Furniture	300.						
Cards and Record Supplies	1500.						
Total Dictionary Project				6100.			
Deduct Salaries, etc., charged above (No. 3)				4300.	1800.		
Coffin Text Project							
Salaries, etc., as above (No. 4)	3075.						
Photogr. Supplies	500.	1	9 - 7				
Stationery and Manifolding	300.						
Total Coffin Text Project				3875.			
Deduct Salaries, etc., charged above (No. 4)				3075.	800.		
Inscription Salvage Project (Epigraphic Expedition) Salaries, etc., as above (No. 5)	8015.						
Native Labor and Guards	1500.						
Photogr. and Draughting Supplies	1000.						
Equipment	500. 500.						
Water Supply Transport and Automobile Supplies	500.						
Incidentals	500.		6				
Household Total Inscription Salvage Project	1000.			13515.			
Deduct Salaries, etc., charged above (No. 5)	4			8015.	5500.		
Publication Projects Annual vol. "Oriental Inst. Publications" normally	*	5000.		17			
(partially suspended in 1924-25)		0000.					
Annual brochure "Or. Inst. Communications" "	a de	500.					
Annual vol. "Ancient Records Series" "		3000.		50	3500.		
Kalila wa-Dimna Project (Sprengling)							
Photographing M S S - Suspended in 1924-25		a.					
		2. 1. W M	1. 1. 6.				
Purchases of Original Monuments - Omitted in 1924-25							
Institute Maintenance Supplies and Incidentals	*				500.		
	n n						
Total Annual Expenditures	*		4.	ę., ·		40310.	
	t may now of any I would	777 2037 20 200	2706				
II. NON-ANNUAL (non-recu	erring) m	TENDITU	TEO .				
Packing and Shipping Ford Collection		5000.					
New Headquarters Epigraphic Expedition, Luxor Building (b. E 2805)	12700.			*			
Deduct Adv. Payments 1923-24	12275.	425.		ν			
Furnishing and Equipping New Headquarters	0500						
Furnishing (incl. bedding and linen) Draughting Equipment	2500. 500.		- Чи				
Photographic and Darkroom Equipment	1500.						
Steel Ladders and Trestles	1500.						
Packing, Freight, Transport and Duty Ford Van	1200.						
	8200.						
Total Furnishings and Scientific Equipment Deduct Adv. Payment 1923-24	2500.						
		5700.					
Total Non-Annual Expenditure						11125.	
Total Non-Annual Expenditure						4 4 4 6	-
Grand Total						51 435.	
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	*		2000				
III. BALANCE	SHEET			The same of	(- to - to - to - w		
7-1 2002 04 Dua 4 /4-	5943.						
Balance from 1923-24 Budget (in excess of) Mr. J. D. Rockefeller's Subscription for 1924-25	50000.						
Grand Total Proposed Expenditures						MARK THE PARTY OF	1
						51 435.	
Proposed Balance for Contingent Fund					, 1- 0	51 435. 4508.	
Proposed Balance for Contingent Fund	55943.						

I. ANNUAL EXPENDITURES (reduced to aid Building Fund)

		Travel-					
	Salaries	ing	Total				
		Expen-			No.		
Staffs: Salaries and Traveling Expenses		000					
1. Administration							
Director Secretary, Dr. T. G. Allen (besides salary	2000.	2500.	4500.				
of \$1800. as Sec'y. Haskell Museum)	2200.		2200.				
Stenographer, Miss Stefanski	1320.		1320.				
Registrar, Miss Young Preparator, Burtch	1500. 1800.		1500.	11320.			
2. Archives Project	2000.		2000.	T T 0 0 0 0			
Librarian - Archivist, Miss Johanne Vindenas	1500.			1500.			
3. Assyrian Dictionary Project							
Sec'y. Assyr. Dict. Staff	2000.		2000.				
Clerks Dr. Luckenbill's British Museum Trip	1800.	500.	1800.				
4. Coffin Text Project			5000	2000			
Dr. Alan H. Gardiner (b. 350-0-0 approx.)		1600.	1600.				
Dr. Alan H. Gardiner's Ass't. (b. 300-0-0 appox.)	1350.	125.	1475.	3075.			
5. Inscription Salvage Project	NEAN	700	2000				
Field Director Photographer (used also on Coffin Texts	3500.	300.	3800.				
(L.E 30 monthly - approx.)	1640.	100.	1740.	000 6			
Draughtsman	2175.	300.	2475.	8015.			
Total Salaries					28210.		
A count on District on Section 1							
Assyrian Dictionary Project Salaries, etc., as above (No. 3)	4300.						
Filing and Storage Furniture	300.						
Cards and Record Supplies	1500.						
Total Dictionary Project				6100.			
Deduct Salaries, etc., charged above (No. 3)		2.55		4300.	1800.		
Coffin Text Project							
Salaries, etc., as above (No. 4)	3075.						
Photogr. Supplies Stationery and Manifolding	500. 300.						
Total Coffin Text Project				3875.			
Deduct Salaries, etc., charged above (No. 4)				3075.	800.		
					000.		
Inscription Salvage Project (Epigraphic Expedition)	9015						
Salaries, etc., as above (No. 5) Native Labor and Guards	8015.						
Photogr. and Draughting Supplies	1000.						
Equipment Water Supply	500. 500.						
Transport and Automobile Supplies	500.						
Incidentals	500.		6				
Household Total Inscription Salvage Project	1000.		b	13515.			
Deduct Salaries, etc., charged above (No. 5)				8015.	5500.		
Publication Projects	and the second			e, se c			
Annual vol. "Oriental Inst. Publications" normally		5000.					
(partially suspended in 1924-25) Annual brochure "Or. Inst. Communications" "	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1	500.	4				
Annual vol. "Ancient Records Series" "	n.	3000.		50	3500.		
Kalila wa-Dinna Businst (committee)							
Kalila wa-Dimna Project (Sprengling) Photographing M S S - Suspended in 1924-25		a de la companya de l					
	n.		1.5-6				
Purchases of Original Monuments - Omitted in 1924-25							
Institute Maintenance Supplies and Incidentals			*		500.		
Batal Annual Personditures	'a- 'X-					40230	
Total Annual Expenditures			4	(a.		40310.	
					e le		
II. NON-ANNUAL (non-recu	rring) EX	PENDITUR	ES		5		
Packing and Shipping Ford Collection	41	5000.					
racking and Surbbing Loid Collection		2000.					
New Headquarters Epigraphic Expedition, Luxor							
Building (b. E 2805) Deduct Adv. Payments 1923-24	12700. 12275.	425.		,			
remet was Talmenes Tree_s	7	200 V 0		Section 1			
Furnishing and Equipping New Headquarters							
Furnishing (incl. bedding and linen) Draughting Equipment	2500. 500.		140				
Photographic and Darkroom Equipment	1500.						
Steel Ladders and Trestles	1500.						26

Sec. A. Absyr. Dice. Seals	1800.		1800.			
Clerks Dr. Luckenbill's British Museum Trip	1000.	500.		4300.		
4. Coffin Text Project		1600	1600.		V	
Dr. Alan H. Gardiner (b. 350-0-0 approx.) Dr. Alan H. Gardiner's Ass't. (b. 300-0-0 approx.)	1350.		1475.	3075.		
5. Inscription Salvage Project Field Director	3500.	300.	3800.			
Photographer (used also on Coffin Texts			1740.			
(L.E 30 monthly - approx.) Draughtsman	1640. 2175.	300.	2475.	8015.		
Total Salaries					28210.	
Assyrian Dictionary Project						
Salaries, etc., as above (No. 3) Filing and Storage Furniture	4300. 300.					
Cards and Record Supplies	1500.					
Total Dictionary Project				6100.		
Deduct Salaries, etc., charged above (No. 3)				4300.	1800.	
Coffin Text Project Salaries, etc., as above (No. 4)	3075.					
Photogr. Supplies Stationery and Nanifolding	500. 300.		1981			
Total Coffin Text Project	300.			3875.		
Deduct Salaries, etc., charged above (No. 4)		-		3075.	800.	
Inscription Salvage Project (Epigraphic Expedition)						
Salaries, etc., as above (No. 5) Native Labor and Guards	8015. 1500.					
Photogr. and Draughting Supplies	1000.					
Equipment Water Supply	500. 500.					
Transport and Automobile Supplies Incidentals	500. 500.		e e			
Household Total Inscription Salvage Project	1000.		1	13515.		
Deduct Salaries, etc., charged above (No. 5)				8015.	5500.	
Publication Projects Annual vol. "Oriental Inst. Publications" normally		5000.		9		
(partially suspended in 1924-25)						
Annual brochure "Or. Inst. Communications" " Annual vol. "Ancient Records Series" "	is.	500. 3000.		94	3500.	
Kalila wa-Dimna Project (Sprengling)						
Photographing M S S - Suspended in 1924-25	1.4 C.4	A Section 1	10 Mg			
Purchases of Original Monuments - Omitted in 1924-25						
Institute Maintenance Supplies and Incidentals	* * * * * * * * * * * * * * * * * * *				500.	
Total Annual Expenditures	70- 11	#24 A	9r.			40310.
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II. NON-ANNUAL (non-recu	rring) EX	PENDITUE	RES			
		5000.	\$ 1000 1900			
Packing and Shipping Ford Collection		0000.				
New Headquarters Epigraphic Expedition, Luxor Building (b. E 2805)	12700.					
Deduct Adv. Payments 1923-24	12275.	425.		W.		
Furnishing and Equipping New Headquarters	0500					
Draughting (incl. bedding and linen) Draughting Equipment	2500.					
Photographic and Darkroom Equipment Steel Ladders and Trestles	1500.					
Packing, Freight, Transport and Duty Ford Van	1000.			The state of the s		
Total Furnishings and Scientific Equipment	8200.					
Deduct Adv. Payment 1923-24	2500.	5700.				
Total Non-Annual Expenditure	8					11125.
Grand Total						51435.
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III: BALANCE	SHEET				1. 1. 1. 1. 1.	
Balance from 1923-24 Budget (in excess of) Mr. J. D. Rockefeller's Subscription for 1924-25	5943. 50000.			6		
Grand Total Proposed Expenditures	5 (1) (1) (1) (1) (1) (1) (1) (1) (1) (1)					51 435.
Proposed Balance for Contingent Fund		1 42 53 9		and the second	7 10 9	4508.
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