

**Division of Career Education
Perkins Basic Grant and Tech Prep Grant -- Allowable/Unallowable Costs**

This is not a complete list of allowable/unallowable costs as it relates to Perkins. The allowability of any cost should be determined by considering the grant's purpose, Carl D. Perkin requirements, and any pertinent Federal cost guidelines. All costs must be related to the program as approved in the local application

Allowable Costs	Unallowable Costs
Administrative costs	Alcoholic beverages
Advisory councils	Alumni/ae activities
Audit costs in accordance with the Single Audit Act (OMB Circular A-133)	Bad debts (losses from uncollectible accounts)
Bonding costs	Buildings and land
Career education instruction (tuition cost of sending schools)	Child care
Career guidance and counseling	Commencement and convocation costs
Communication costs (telephone, postage)	Construction, renovation, and/or remodeling of facilities
Compensation for personal services (salaries, wages, and fringe benefits)	Contingency provisions
Contracted services	Contributions and donations (cash, property, services)
CTSO costs (advisor travel, instructional materials/supplies)	Copyrights/patents
Curriculum development	CTSO student costs (membership dues/registration fees, travel expenses, transportation)
Displays, demonstrations, and exhibits	Entertainment--amusement and social activities (sports tickets)
Equipment for approved career education instruction	Expenditures for adult programs using secondary funds
Expenditures for 7th/8th grade programs (professional development for teachers only)	Expenditures for non-approved career education programs
Food costs (travel, meetings)	Expenditures for career education prior to the 7th grade
Indirect costs (only if district/institution has an approved indirect cost rate)	Expenditures for 7th/8th grade programs (equipment, materials/supplies, program costs)
Interpreters	Expenditures that supplant
Instructional materials and supplies	Fines and penalties
Maintenance, operations, and repairs (utilities, janitorial services)	Fundraising
Marketing and outreach activities (newspapers, radio/TV, magazines)	Gifts
Meetings and conferences	Goods or services for personal use
Memberships and subscriptions (business, professional, technical)	Items retained by student (supplies, clothing/uniform, tools, PDAs, calculators)
Memberships in civic and community organizations	Interest
Printing and reproduction	Lobbying
Professional development costs	Monetary awards
Professional service costs (consultants)	Non-instructional furniture
Program evaluation	Political activities (contributions, fund raising, lobbying)
Publication and printing costs	Pre-award costs (prior to July 1)
Rental/lease costs of buildings and equipment	Professional development for personal benefit (tuition costs, exam fees)
Sending school costs (tuition, transportation)	Promotional materials (T-shirts, pens, cups, key chains, book bags)
Stipends	Scholarships
Student recognition awards (certificates, plaques, portfolios, trophies)	Student expenses/direct assistance to students (tuition, fees, insurance, other expenses)
Substitute pay for teachers	Vehicles
Teacher in-service	
Technical assessments that are aligned with industry recognized standards	
Training costs	
Transportation costs (only if for the entire career education program)	
Travel costs	

Note: The aggregate "direct administrative costs and indirect costs" can not exceed 5% of the total Perkins expenditures.