

# Allowable and Non-Allowable Expenditures

**NOTE:** Administrative funds include **both** direct administrative costs **and** allowable indirect costs.

## Direct Administrative Costs

TEA limits the amount of direct administrative costs to no more than 15% of the total award costs.

## Indirect Costs

For this state-funded grant, the grantee may claim a maximum for indirect costs equal to **the lesser** of its current, approved restricted indirect cost rate or 15%.

To calculate the maximum indirect costs that can be claimed for a grant, complete the [Maximum Indirect Costs Worksheet](#).

Allowable activities and use of funds may include but are not limited to the following:

## General Allowable Activities and Use of Funds:

- Teacher credentialing, training, and/or professional development specifically related to best practices in providing instruction to students with autism
  - Salary for a dedicated program director/administrator
  - Salaries for dedicated staff
  - Instructional resources necessary for implementation of best practices in instruction for students with autism
  - Technology necessary to provide instruction aligned with research and best practices for students with autism
  - Curriculum development
  - Transportation for students
  - Transportation to enable parents to participate in parent training and collaboration •
- Capital outlay
- Relevant services provided by private or community-based providers
  - Materials that support academic and functional goals
  - Equipment necessary to establish an independent program
  - Interpreter or translation services for parent training, collaboration, and materials • Food and beverages for parents limited to refreshments and light meals for training activities that occur at mealtimes
  - Staff stipends or extra duty pay for childcare during parent training
  - Community Based Instruction (CBI): CBI is a model for delivery of instruction in which IEP goals are taught in a “natural” age-appropriate setting, and not considered a field trip. The primary purpose of CBI is to teach and generalize skills in natural settings so that students may live, work, and recreate in their communities as independently as possible. The following is an example of CBI: Math, sequencing, travel, and social skills goals may be addressed during a trip to the grocery store.

## General Unallowable Activities and Use of Funds:

### **Cost of Membership in Any Civic or Community Organization**

The cost of membership in any civic or community organization may not be funded under the grant program.

### **Hosting or Sponsoring of Conferences**

Hosting or sponsoring conferences may not be funded under this grant program.

### **Out-of-State Travel**

Out-of-state travel costs may not be funded under this grant program.

### **Field Trips**

Field trips may not be funded under the grant program.

**Travel Costs for Officials such as Executive Director, Superintendent, or Board Members** Travel costs for officials such as the executive director, superintendent, or board members may not be funded under the grant program.

In addition, unallowable activities and use of funds for this grant may include but are not limited to the following:

- Debt service (lease-purchase)
- Audit services for state-funded grants
- Souvenirs, memorabilia, or promotional items
- Purchase of vehicles