

SAMPLE ELIGIBLE AND INELIGIBLE EXPENDITURES-NOT LIMITED TO THESE ITEMS-SEE GUIDELINES FOR FULL REGULATIONS

CATEGORY	SAMPLE ELIGIBLE ITEMS	SAMPLE INELIGIBLE ITEMS
SERVED MEALS	Any food used in served meals (cold or hot); costs of transporting food to site or client; daily per meal schedule (\$2/meal).	Any items not related to actual feeding of a client; excessive meal costs; staff events/functions.
OTHER FOOD	Food vouchers; food boxes; grocery orders; restaurant vouchers; food purchased for food banks and/or food pantries; vouchers; gift certificates (limited); transportation costs.	Tobacco; alcohol; paper products; Any non food item. Excessive snack food items. Staff events/functions.
MASS SHELTER	Direct expenses associated with housing a client (supplies, linens); transportation costs; daily per diem schedule (\$7.50 or \$12.50).	Year-round ongoing operational costs (rent, pest-control, garbage pick up, utilities); salaries of employees.
OTHER SHELTER	Any <u>reasonable</u> hotel/motel or non-profit facility acting as a vendor; SRO; actual charge by vendor, per night; 30 day limit.	An LRO receiving funds <u>may not</u> act as a vendor for themselves or another funded LRO. Stay beyond 30 days per phase.
SUPPLIES/EQUIPMENT	<p align="center">\$300 per item maximum.</p> <p><u>Mass feeding:</u> pots; pans; toasters; blenders; microwave; utensils; paper products; any item essential to the preparation of food; shelving. <u>Diapers.</u> <u>Mass Shelter:</u> cots; blankets; pillows; toilet paper; soap; toothpaste; toothbrushes; cleaning materials; limited first-aid supplies; underwear/diapers. Emergency repair of essential small equipment (\$300 limit for both mass feeding and mass shelter).</p>	Decorative curtains; carpet; clothing; TVs; computer systems; office equipment; bedroom furniture other than beds (nightstand, lamps, etc.).
REHABILITATION/ EMERGENCY REPAIRS	Building code violations; handicap ramp (\$2,500 limit), with Local Board approval.	Rehabilitation for expansion; routine maintenance; or to prepare facility to open.
RENT/MORTGAGE	Past due rent or mortgage payment (P&I only); current rent or mortgage due within 5 calendar days; first month's rent; lot fee for mobile homes. Limited to one month's cost for an individual/family.	Payment for rent/mortgage exceeding one month's cost; deposits; down-payment for purchase of home; late fees; legal fees; taxes; insurance; escrow accounts.
UTILITIES	Past due bills, or current bills due within 5 calendar days, for gas, electricity, oil, water, or reconnect fees. May pay budget or actual. Limited to one month's amount that is part of the arrearage at the time of payment or current one month amount. One-time delivery of firewood, coal, propane.	Payment for utilities exceeding one month's cost; deposits; cable TV bills; phone bills; late fees.