

## Eligible Program Activities and Expenses

Estimated costs for program implementation should be inclusive of equipment, training, staffing, supplies, program marketing and recruitment, child abuse clearances, evaluation, and costs associated with hosting social events and promoting activities for the matches.

Sites funded by the Pennsylvania Commission on Crime and Delinquency (PCCD) should plan in advance to fulfill the fidelity and reporting requirements of their grant and to budget for the following expenses accordingly:

- Pennsylvania funded sites are expected to host the developer for a quality assurance or fidelity certification review in the first quarter of the second year of funding. Grantees are required to secure a letter of commitment from BBBSA for this review prior to grant submission. Costs are estimated at \$300. To confirm current costs, contact your EPISCenter Prevention Coordinator at (814) 863-2568.

### Other Costs:

- Pennsylvania funded sites are also expected to produce an outcomes report. The template for the required outcomes report can be accessed
- Costs for two on-site networking meetings per year and one new grantee orientation (if you have never been to a new grantee orientation) in State College should be included (up to \$1,200 per year).
- Staff to conduct matching of Mentors and Mentees.
- Mentor Background Checks, including child abuse clearances.
- Program Marketing, including advertising in the community to recruit mentors.
- Group Match Activities for Big/Little matches. Food may be eligible as part of this line item if required as part of the activity.
- AIM yearly fee, BBBS Affiliation Fee, and General agency overhead costs, must be prorated based on the percentage of total agency matches funded under the PCCD grant.

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