

# 21st CCLC/SAC Spending Guidelines

## (Not All Inclusive)

---

### Unacceptable

1. Any supplanting of current items or funds (*e.g. using grant dollars to fund summer school classes previously offered and paid for by district or other funds; text books used by students during the regular day*)
2. Capital improvements/expenditures:  
Costs which add to the permanent value of property or appreciably prolong its intended life
3. Installation
4. Parking lots
5. Construction, renovation or repair
6. Permanent playground equipment
7. Entertainment; amusement, diversion, and social activities and any costs directly associated with such costs (i.e. tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities)
8. Preparation of the proposal: costs to develop, prepare, and/or write the 21<sup>st</sup> CCLC proposal cannot be charged to the grant directly
9. Pre or Post-Award Costs: purchases made, services performed either before date of award or after conclusion of each award year
10. Purchases/services not related to or not approved for the awarded afterschool program
11. Game tables (i.e. fuse ball, ping-pong, air hockey, etc.)
12. Daily snacks
13. Inflatables (i.e. bounce houses)
14. Food for non-instructional purposes (see food policy on Afterschool Portal)
15. Incentives (student, staff, or families)
16. Gifts (students, staff, or families) or gift cards
17. Clothing, uniforms, shoes (\*see also t-shirts under questionable)
18. Advertising not directly related to CCLC programming
19. Promotional or marketing items (i.e. pens, banners, etc.)
20. Student and/or child tuition fees, scholarships
21. Student stipends to attend program
22. Rock Wall (climbing walls)
23. Signs (i.e. marquee & electronic)
24. Fundraising with grant money or with grant purchased items (regardless of the purpose for which the funds will be used).\*\*
25. Website creation/maintenance not directly related to CCLC programming
26. Purchase of vehicles, buses, & golf carts
27. Cell phones for personal use
28. Materials not age appropriate to the ages served in grant
29. Popcorn/Sno-cone machines

### Questionable

*Questionable may not necessarily mean unacceptable, but appropriate cost share and prior approval will be required. For any questionable item, programs are strongly encouraged to use other sources of funds.*

1. Swimming (must be for lessons only)
2. Office furniture/equipment/supplies
3. Field trips (*must be tied to academic component, and or bring awareness to college and careers. Documentation of lesson plans, student surveys, student essays or journals are required*)
4. Sheds
5. Large fitness equipment (i.e. elliptical, treadmills, weight machines, etc.)
6. Smart boards
7. Servers
8. Excessive electronic purchases (i.e. computer carts, iPads, video equipment, digital cameras, video game consoles, etc.)
9. Large software packages
10. Food (see food policy on Afterschool Portal)
11. Necessary maintenance
12. Car Rentals (must have written prior approval from DESE Extended Learning)
13. T-Shirts (must be for safety of children on field trips)\*
14. Student overnight trips
15. Out-of-state trips (based on geographic proximity)
16. Rental of building/facility (*may be considered on a case by case basis with prior written DESE approval*)
17. Purchase of trailers (*may be considered on a case by case basis with prior written DESE approval*)
18. Cannot be used for matching funds for other state or federal grants

**\*This is highly questionable at the federal level. We strongly encourage use of other funds for this purchase.**

**\*\*Items purchased with grant money cannot be used to raise funds.**