

Matrix of Specific Cost and Category Allocation

Grantee Costs	Admin.	Program
Salaries and Fringe Benefits		
Staff:		
Accounting	X	
Administrative Overhead	X	
Advertising	X	X
Audit Services	X	
Audit Staff	X	
Automatic Data Processing	X	X
Budgeting	X	
Case Management		X
Clerical Asst. to a Supervisor	X	X
Clerical Asst. to Training Personnel		X
Coordination of Participant Services		X
Counseling		X
Data Processing Staff	X	X
Development of OJT/WE Training Plans		X
Eligibility Determination		X
Executive Staff	X	X
Fiscal Staff	X	
Follow-Up Analysis		X
Initial Assessment		X
Intake		X
Job Coach		X
Job Developer		X
Job Search Assistance		X
Labor Market Analysis		X
Legal Staff	X	
Maintenance Staff	X	X
Monitoring	X	X
Objective Assessment (Employability/Testing)		X
Outreach to Employers to Obtain Job Listings		X
Participant Follow-Up		X
Personnel Staff	X	
Placement Staff		X
Program Analysts		X
Program Design/Curriculum		X
Supervisors	X	X
Training Personnel (includes remedial education, basic skills, institutional training)		X

Grantee Costs	Admin.	Program
Other:		
Capital Expenditures	X	X
Communication	X	X
Equipment Expenditures	X	X
Indirect Costs	X	X
Insurance & Indemnification	X	X
Interest	X	X
Maintenance & Repair	X	X
Management Studies	X	X
Materials & Supplies	X	X
Memberships	X	X
Motor Pools	X	X
Premises	X	X
Professional Services	X	X
Profit	X	X
Publication and Printing	X	X
Rental Costs	X	X
Staff Training & Education	X	X
Subscriptions	X	X
Taxes	X	X
Transportation	X	X
Travel	X	X
Utilities	X	X
Participant Costs:		
100% of Participant Payments for Work Experience Program		X
100% of Participant Payments for Vocational Exploration		X
100% of Participant Payments for Limited Internships		X
Allowances		X
Incentive/Bonus Payments		X
OJT Training		X
Tuition:		
Entrance Fees for Participants (lab fees, activity fees, parking fees, application fees, accounting fees, graduation fees)		X
Supportive Services and Financial Assistance		X
Tuition for Participants		X

Grantee Costs	Admin.	Program
Support Services:		
Child Care		X
Family Planning and Counseling		X
Financial Counseling (includes counseling on budget and money management)		X
Health Care (includes diagnostic and treatment services provided to participants to permit identification and correction of physical, mental, and dental problems)		X
Legal Services		X
Meals		X
Post Placement Services		X
Special Services and Materials for the Handicapped		X
Temporary Shelter (includes providing clean and comfortable places to eat, sleep and study)		X
Transportation (includes fares for public transportation, mileage for personal auto, transportation allowances)		X