



# Network for a Healthy California

## Local Food and Nutrition Education

### Examples of Allowable and Unallowable Costs

The following table provides some examples of allowable and unallowable costs.

Literature/Materials/Audiovisuals	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• The purchase of FNS nutrition education/promotion materials that address SNAP Ed topics and are for use with SNAP eligibles.</li> <li>• The purchase of other nutrition education materials when there are no FNS materials available that address SNAP-Ed topics and will be used with persons eligible for the SNAP.</li> <li>• The production of nutrition education materials, for which there is no other existing comparable material that support the State's goals and objectives for SNAP-Ed and will be distributed to SNAP eligibles. It is encouraged that States collaborate with other FNS programs on the messages conveyed in and the costs of education materials. The State agency shall (7CFR 277 (OMB Circular A-87)) describe the method used for allocating costs between the programs.</li> </ul>	<ul style="list-style-type: none"> <li>• Costs for any nutrition education materials that have already been charged to another Federal or private program or source.</li> <li>• Any material that endorses or promotes brand name products or retail stores.</li> <li>• Manufacturer's or store (cents off) coupons.</li> <li>• Influencing a store's pricing policy.</li> <li>• Any activity or material to lobby or influence Federal, State or local officials to pass or sign legislation or to influence the outcomes of an election, referendum or initiative.</li> <li>• Negative written, visual, or written expressions about specific foods, beverages, or commodities.</li> </ul>
Social Marketing Campaigns	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• Local radio and television announcements of nutrition education events for SNAP eligibles.</li> <li>• Appropriate social marketing campaigns that target nutrition messages to SNAP eligibles and are delivered, with an approved exclusivity waiver, in areas/venues where at least 50</li> </ul>	<ul style="list-style-type: none"> <li>• Social marketing campaigns that target the general population. In some instances, prorated costs based upon the number of likely SNAP eligibles (<math>\leq 130\%</math> of poverty guidelines/thresholds, with certain exceptions) that will be reached with the campaign may be</li> </ul>





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<p>percent of persons have incomes equal to or less than 185% of poverty guidelines or thresholds.</p>	<p>allowed.</p> <ul style="list-style-type: none"> <li>• Nutrition education messages which convey negative messages or disparage specific foods, beverages or commodity, or which are not consistent with the current Dietary Guidelines for Americans and MyPyramid.</li> <li>• Television and radio announcements/advertisements that do not include a brief message about the SNAP, its benefits and how to apply.</li> </ul>
<b>Equipment</b>	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• Purchase of office equipment. A county can donate equipment and use fair market value; however, any fair market value has to be adjusted to reflect Federal funding provided for the equipment. (This can be arrived at by multiplying the fair market value times the State's percentage share invested in the equipment.</li> <li>• Equipment shared with non-SNAP users when cost shared with those users.</li> <li>• Kitchen appliances only with justification of reasonable and necessary need.</li> </ul>	<ul style="list-style-type: none"> <li>• Equipment that exceeds prior approval thresholds (i.e. \$5,000) unless such prior approval is received from FNS.</li> <li>• Medical equipment.</li> </ul>
<b>Food Samples, Supplies and Provisions</b>	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• Cost of food for recipe/taste testing purposes and cost of kitchen equipment and supplies necessary for food storage, preparation and display of food prepared for demonstration</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing snack or food service.</li> <li>• Meal sized portions or complete meal service.</li> <li>• Cost of food provided as groceries or</li> </ul>





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<p>purposes.</p> <ul style="list-style-type: none"> <li>• Food samples associated with nutrition education lessons.</li> </ul>	<p>supplemental food.</p>
Nutrition Education	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• Classroom setting (salaries, space, equipment, materials) for SNAP eligibles on nutrition related topics (e.g., food budgeting, preparation, safety). Primary purpose of class shall (7 CFR 272.2) be to provide nutrition education. If nutrition education is included with other topics, only that portion of class pertaining to nutrition education is an allowable cost.</li> <li>• Physical activity demonstration, promotion, referral that includes a nutrition message.</li> </ul>	<ul style="list-style-type: none"> <li>• Classes that are designed to provide case management or "life skills" training (e.g., classes on English as a second language, parenting, child development, crisis management, rental information).</li> <li>• Medical nutrition therapy and secondary prevention interventions (Refer to Appendix D, Definitions).</li> <li>• Weight loss classes, individualized meal plans, obesity treatment programs, etc.</li> <li>• Ongoing physical activity and exercise classes, equipment or facilities. (Refer to Appendix C: Physical Activity Cost Policy Section).</li> </ul>
Nutrition Education	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• The pro rata share of costs of classes that are provided in conjunction with another program (e.g., WIC), provided the State agency describes the method for allocating costs between the programs.</li> <li>• Breastfeeding education, promotion and support which is coordinated with WIC and which supplements and complements WIC services, rather than supplanting them.</li> </ul>	<ul style="list-style-type: none"> <li>• Clinical health screening (i.e., cholesterol testing, body mass index and blood glucose testing, etc).</li> <li>• Distribution of nutrition education reinforcement items over \$4.00.</li> <li>• Nutrition education costs that are charged to another Federal program (e.g., WIC, EFNEP, Head Start, etc.).</li> </ul>





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| <ul style="list-style-type: none"> <li>• Activities where the primary objectives pertain to allowable nutrition education but brief SNAP outreach messages are also shared with SNAP-Ed participants. SNAP information materials are available for free on the FNS Web site at: <a href="http://www.fns.usda.gov/SNAP//outreach/info.htm">http://www.fns.usda.gov/SNAP//outreach/info.htm</a></li> </ul> | <ul style="list-style-type: none"> <li>• Breastfeeding education, promotion and support that duplicates or otherwise is provided for under other funding sources such as WIC, EFNEP, or Head Start.</li> <li>• Education provided to incarcerated or institutionalized persons that are not eligible for the SNAP (i.e., persons in jails, prisons, nursing homes, mental institutions etc).</li> <li>• Most able-bodied students ages 18 through 49 who are enrolled in college or other institutions of higher education at least half time are not eligible for the SNAP and therefore not eligible for SNAP-Ed. For information on students that may be eligible: <a href="http://www.fns.usda.gov/SNAP/applicant_recipients/students.htm">http://www.fns.usda.gov/SNAP/applicant_recipients/students.htm</a></li> <li>• Activities where the primary objective(s) is to conduct outreach efforts for the SNAP or other programs.</li> </ul> |
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### Space Allocation

Allowable	Unallowable
<ul style="list-style-type: none"> <li>• Space allocated between programs in which the plan for the space/cost allocation between programs is documented and the costs are tracked.</li> <li>• Space donated by local school districts, but only the cost of the space based on depreciation or use allowance.</li> </ul>	<ul style="list-style-type: none"> <li>• Commercial rental space charges cannot be used for publicly owned space.</li> </ul>





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Staff and Training Costs	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• SNAP-Ed-related training for program delivery staff. The time volunteers of a public agency spend performing SNAP-Ed-specific duties. Time shall (7CFR 277 (OMB Circular A-87)) be charged at a rate commensurate with the duties being performed.</li> <li>• Staff time spent delivering nutrition education to SNAP eligibles. Time shall (7CFR 277 (OMB Circular A-87)) be charged at a rate commensurate with the duties being performed.</li> <li>• General briefings to community health care providers serving low-income communities about SNAP-Ed services in the community.</li> </ul>	<ul style="list-style-type: none"> <li>• The time volunteers of a non-public agency (e.g., faith-based organizations, many food banks, etc.) spend performing SNAP-Ed specific duties.</li> <li>• A physician's time spent distributing nutrition flyers at health fairs when charges are based on a rate commensurate with his/her credentials as opposed to the duties he/she is performing.</li> <li>• University courses that are not relevant to the practical delivery of nutrition education to SNAP eligibles.</li> <li>• Training or development costs of food service workers or others not directly associated with delivery of SNAP-Ed.</li> </ul>
Costs Associated with Other Activities	
Allowable	Unallowable
<ul style="list-style-type: none"> <li>• Reimbursement for personal costs (such as childcare, meals, lodging, and transportation) for recipients of SNAP-Ed to actively participate in focus groups, needs assessment and advisory groups to inform and improve SNAP-Ed effectiveness.</li> <li>• Nutrition education activities that promote the selection of healthy foods from vending machines.</li> <li>• Participation on relevant State and local advisory panels.</li> </ul>	<ul style="list-style-type: none"> <li>• Organized efforts to influence elected officials and lobbying for legislative/policy changes.</li> <li>• Costs associated with surveillance or surveys of the general population that are not prorated based on the number of likely SNAP eligible respondents (persons with incomes less than or equal to 130% of poverty guidelines/thresholds, with certain exceptions).</li> <li>• Costs associated with the establishment and maintenance of environmental or policy changes, such as staffing, infrastructure, equipment, space, land, construction or</li> </ul>





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	<p>supplies.</p> <ul style="list-style-type: none"><li>• Money, vouchers or passes provided to SNAP-Ed recipients to offset personal costs incurred so that they may attend nutrition education classes (e.g., for childcare and transportation expenses).</li><li>• Childcare or transportation services provided for SNAP-Ed recipients in conjunction with SNAP-ED activities.</li><li>• Reinforcement items over \$4.00. (Refer to Appendix C Cost Policy Section-Program Reinforcement Items).</li></ul>
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