

# What are allowable expenditures for Elementary Career Development Program funds?

**FY13**

Elementary Career Development Program funds shall be used to support activities that will assist students to meet the following outcome: *to become aware of the full range of career options; to be able to make informed career choices; and to be provided with opportunities to select a preliminary career focus for further study.*

Allowable expenditures include those expenses that can support staff development activities, as well as activities directly involving students.

*These include:*

- Supplies and Materials
- Career Information Systems
- Substitute Teacher Salaries
- Travel
- Student Transportation for Field trips
- Printing and Binding

Examples of items, which are not allowable costs, *these include:*

- Purchase of Equipment
- Entertainment/meals
- Postage (must obtain prior approval from ROCTE Director)
- Food-Related Expenditures
- Stipends – Not an allowable expenditure

***REQUIREMENT:*** A Final Report on all activities and expenditures **must** be submitted to the Director of the Regional Office of Career & Technical Education by May 30, 2013. (Failure to submit this report could cause your District loss of funds.)



**Regional Office of Career & Technical Education**

Montgomery Hall  
2450 Foundation Drive, Suite 100  
Springfield, IL 62703-5431  
Ph: (217) 529-3716  
Fax: (217) 529-8361