

## ARPA/CCASP Allowable Expenditures Chart as of September 9, 2021

This is a general list of the broad categories of allowable uses for the ARPA/CCASP grant awards. We advise you to read the FAQs for more detail and the, if necessary, reach out to us at [eccp@dhh.nh.gov](mailto:eccp@dhh.nh.gov) for more clarification. This list will be updated as additional guidance comes from the Office of Child Care. Please don't make an assumption that a potential use is permitted or not permitted without checking with us first. We want to help you follow the federal guidelines on the allowable uses and ensure you have properly documented the expense along with getting the maximum use of these award funds. The main goal is to offset your operational expenses to allow you to ensure provider stabilization.

Providers may use the funds for prior expenses (not income losses) from January 1, 2020 as long as they meet the criteria for allowable uses as defined by the federal regulations.

For additional information, please see our webinar "How to Use and Track Your ARPA/CCASP Funds" at <https://www.nh-connections.org/covid-19/financial-resources/funds>

**NOTE- These funds cannot be used for direct care services.**

### **Allowable Uses of ARPA/CCASP Funds**

Per federal regulations, providers may use the ARPA grant funds on one or more of the following categories:

#### ***Staff Expenses***

- Personnel costs, benefits, premium pay, and recruitment and retention  
Employee incentives such as increased wages, premium pay and/or one-time bonuses, etc. (25% of award must be allocated to the incentives category) Reach out for additional technical assistance

#### ***Staff Development and/or Training***

- Professional development related to health and safety practices

#### ***Operational and/or Occupancy Expenses***

- Rent or mortgage payments, utilities, facilities maintenance and improvements, or insurance
- Improvements and repairs – not construction/replacement
- Transportation – related to the transport of children or staff only as it relates to daily program operations during program hours including mileage, and maintenance
- Marketing/advertising
- Overhead expenses that comply with the allowable uses list of expenses

***Materials and/or Supplies***

- Personal protective equipment, cleaning and sanitation supplies and services, or training
- Purchases of or updates to equipment and supplies to respond to COVID-19

***Other allowable uses***

- Mental health supports for children and families
- Goods or services necessary to maintain or resume child care services

**These are some, but not all, of the expenses/costs you cannot pay for -**

! Cannot be used for direct care services !

! No new construction or major renovations !