

FY27 MLCOA Allowable Grant Expenditures

Mississippi Leadership Council on Aging

This list identifies the costs that may be reimbursed under a FY27 MLCOA grant. An approved award does not guarantee reimbursement of every purchase. Each cost must be included in the approved grant budget, follow applicable State and DPS requirements, support the approved project, and be supported by complete documentation. For purposes of this document, an “older adult” means an individual who is 60 years of age or older, consistent with the Older Americans Act of 1965, as amended (42 U.S.C. § 3002).

General Requirements

- Awards are reimbursement-only. The grantee must pay the vendor before requesting reimbursement.
- Each reimbursement request must include an itemized invoice or receipt; proof of payment, such as a canceled check, bank record, credit-card statement, or zero-balance vendor receipt; required procurement records; proof that the goods or services were received; and program documentation connecting the expense to the approved project. Account and card numbers may be redacted. A purchase order, unpaid invoice, or accounting entry alone is not proof of payment.
- An expense may not be charged to, reimbursed by, or claimed under another grant, program, donation, insurance payment, or other funding source. If another source pays or reimburses any portion of an expense, the grantee must disclose that amount, and MLCOA reimbursement will be reduced accordingly.
- Only costs incurred during the approved project period are eligible.
- Written approval is required before making a material project or budget change. A material change includes adding or substituting an item or activity, changing the project scope or intended beneficiaries, reducing an approved deliverable, materially changing an approved quantity, or moving funds between approved budget categories. A minor price difference for the same approved item and quantity is not material if the purchase remains within the approved budget category and total grant award and does not reduce another approved activity or deliverable. When uncertain, the grantee must obtain written approval before purchase.
- An item not listed below requires written approval from MLCOA before purchase. Approval after purchase is not guaranteed.
- Grantees must use reasonable prices and exercise sound fiscal judgment. Each cost must be included in the approved budget, support the approved project, and comply with applicable procurement requirements.

1. Printing, Reproduction, and Postage

Grant funds may be used to prepare and distribute educational materials related to crime prevention, senior safety, and approved TRIAD activities.

- Brochures and pamphlets
- Newsletters
- Refrigerator medical information cards
- Postage for approved TRIAD mailings
- Other approved TRIAD educational materials

2. Food and Refreshments

Food and nonalcoholic beverages may be reimbursed only when provided as part of an approved workshop, seminar, or educational event that includes crime-prevention, personal-safety, or senior-welfare information.

Maximum: \$300 per grant.

Allowable costs: Food, nonalcoholic beverages, plates, cups, napkins, and utensils.

Required event support: An agenda and participant sign-in sheet must be submitted with the reimbursement request.

3. Crime-Prevention and Senior-Safety Items

Grant funds may be used to purchase the following items for distribution to, or installation in the homes of, older adults when the items support the approved project:

- Safety decals
- Deadbolt locks
- Smoke alarms
- Carbon monoxide detectors
- Door peepholes
- Fire blankets
- Whistles or other noise-making safety devices
- Emergency flashing light bulbs
- Flashlights
- Fire extinguishers
- Weather radios
- File of Life decals
- Medical refrigerator magnets
- Driveway alarms
- Reflective house or mailbox numbers
- Grab bars
- LED lanterns
- Box fans, limited to 20 units
- Credit card protector sleeves
- First aid kits
- Two-person emergency kits
- Non-slip bathroom mats
- Shower chairs
- Motion-sensor night lights
- Door security bars or sliding-door security bars
- Pill organizers
- Medical identification bracelets
- Hand warmers
- Blood pressure monitors
- Digital thermometers
- Magnifiers
- Pipe covers for freeze protection
- Emergency hand-crank radios
- Shoehorns
- Batteries for approved items

4. E911 Address-Sign Supplies

Grant funds may be used to purchase materials needed to construct and install E911 address signs at the homes of older adults.

- Address numbers and letters
- Posts or PVC pipe
- Metal brackets
- Screws, bolts, and mounting hardware
- Other supplies used directly for the approved E911 sign installation

Costs That Are Not Allowable

MLCOA grant funds may not be used for:

- Heaters
- Equipment not specifically listed as allowable or approved in writing before purchase
- Travel expenses
- Clothing
- Alcoholic beverages
- Any unsupported, unapproved, or otherwise unallowable cost

Questions and Prior Approval

The grantee should contact the MLCOA program office before making a purchase when it is unclear whether a cost is allowable. A request for prior approval must describe the item, estimated cost, quantity, and connection to the approved project. Written approval must be received before the purchase is made.