

**GUIDELINES FOR FEDERAL JOBS REIMBURSEMENT RATES**

As in JOBS, federal reimbursement for EDGE Transition expenditures will be available at either a 60% or 50% rate depending on the type of expenditures.

**60% Reimbursement:** Expenditures reimbursed at the 60% rate would include the personnel costs (salaries and fringe) of all full-time staff (not full-time equivalents) working exclusively on the EDGE Program, including administrative functions. Personnel costs of individuals working less than full-time may also be matched at the higher rate if they are directly performing any EDGE activities such as assessment, employability planning, case management, and education instruction, for example. The cost of training slots for job skills training is also a 60% cost. Also included in this category are all expenditures made for non-personnel items such as space, utilities, telephone equipment, materials and supplies used for the direct performance of EDGE activities. Staff travel costs may be included in this category if their purpose is to provide direct client services.

**50% Reimbursement:** Expenditures reimbursed at the 50% rate would include non-direct costs such as indirect charges and costs related to the general administration and management of EDGE not conducted on a full-time basis. Personnel costs of payroll personnel and other general administrative functions are examples of these non-direct costs. Staff development costs are included in this category, including the travel expenses associated with staff development activities.

**The amount of EDGE Transition funds which may be spent on 50% reimbursable costs may not exceed 8% of the maximum EDGE Transition allocation.**

EDGE funds may not be spent on payments made to ADC JOBS participants.