

Community Educator Program Support **			
Purpose: Program support funds are available for the County Offices to use for Community Educator expenses related to professional development at the Director's discretion (expenses may include travel, registration, computers, cell phones, membership fees to professional societies, etc.).			
Eligibility	Allocation Amount	Timeframe	Process
Both ANR and County paid Community Educators - Excludes grant funded positions	\$1000 per Community Educator in 2024-25	<ul style="list-style-type: none"> 1 year on fiscal year basis No extensions 	<ol style="list-style-type: none"> BOC will provide list of community educator positions to be funded to RPM. RPM will allocate funding to each county office's financial department. Funds will be available once ANR budget decisions are approved, though expenses can be incurred starting July 1. Once the list is pulled from UCPath for community educator positions to be funded, there will not be any new allocations for any community educator new hires after this date. Any unused funds at the end of the fiscal year will expire. Sample Aggie Enterprise CoA Chart String: 3310-19976-9923211-natural account-62-000-0000000000-900061

*** these funds were formerly known as PDSL-Program Support*

Allowable Uses:

- Travel and registration expenses for professional meetings and conferences;
- Travel for field visits or meetings with clientele;
- Pre-payment of registration or transportation expenses for conferences occurring July/August/September in the next fiscal year;
- Safety equipment or attire which includes protective gear such as boots, coveralls, etc.;
- Logo wear when the purpose is to identify personnel as part of a UCCE program;
- Membership fees to professional societies;
- State certification or license fees IF required in the employee's position description;
- Computers, printers, cameras and electronic devices (includes cell phones & cell phone services);
- Program support supplies and resources

Unallowable Uses (based on federal funds policies)

- International travel expenses or registration fees to international conferences;
- Entertainment/group meal expenses;
- Facility-related improvement expenses (e.g., construction, repairs, maintenance or decorations);
- Furniture (e.g., desks and chairs);
- Personal items (clothing, shoes, activity trackers, ear buds, watches, etc.);
- Recognition gifts (for employees, volunteers or clientele);
- Honoraria/consulting fees/independent contractors;
- Employee salary expenses;
- Vehicle maintenance expenses for county-owned or UC-leased vehicles