

**Primary Prevention 20% Set-Aside  
Allowable and Non-Allowable Expenditures  
Quick Reference Guide (Cont'd.)**

**The 20% Primary Prevention Set-Aside *CANNOT* be used for . . .**

- Individuals who are in need of treatment or are completing a treatment plan;
- Recovery services, including relapse prevention;
- Gifts, cash rewards, prizes, incentives;
- Cash payments to individuals to pay for services;
- Secondary prevention services (including early intervention, outreach, assessments, intake, etc.);
- Tobacco cessation efforts;
- Services for educating and assisting individuals to help them understand and cope with families members in treatment or post-treatment;
- Political contributions or campaign activities (See, FPPC definition of "expenditure");
- Influencing legislation or appropriations pending before Congress or any State Legislature;
- Providing financial assistance to any entity other than a public or non-profit entity;
- Purchasing or improving land;
- Purchasing, constructing or permanently improving any building/facility;
- Purchasing medical equipment; or
- Purchasing vehicles.

**Miscellaneous information regarding SAPT Primary Prevention expenditures ...**

- A competitive bid process is required if the county or local policy requires that a competitive bid process be used.
- Counties are not required to get ADP approval for out-of state travel.
- Until further notice, SAPT Block Grant funds cannot be used to purchase SWAG (Stuff We All Get) promotional/marketing items such as flashlights, mugs, key chains, T-shirts, etc. (<http://gov.ca.gov/news.php?id=16911>)

# Primary Prevention 20% Set-Aside Allowable and Non-Allowable Expenditures Quick Reference Guide

The 20% Primary Prevention Set-Aside **CAN** be used for . . .

- Prevention services for individuals or groups of individuals identified as **NOT** needing treatment services;
- Planning, carrying out, and evaluating activities to **prevent** substance abuse and illicit use of alcohol, tobacco and other drugs;
- Addressing the substance abuse prevention needs of high-risk communities;
- Helping schools to offset the cost of administering the California Healthy Kids Survey (CHKS);
- Prevention services and activities for family members of individuals in treatment, who have not been identified themselves as needing treatment for substance abuse;
- Anti-bullying activities;
- Grant writers for AOD prevention-focused funding;
- Necessary and reasonable meals during primary prevention services and activities. Rates may not exceed current state per diem rates. Meals may not be used as an incentive for participation/attendance;
- ~~CORRECTION: No more than 5% of the county's/provider's SAPT 20% Primary Prevention Set-Aside funds may be used for administrative costs; Counties must follow 2CFR225 when determining the amount of indirect costs (including administrative costs) that will be charged to their SAPT Block Grant 20% Primary Prevention Set-Aside allocation.~~  
(<http://www.law.cornell.edu/cfr/text/2/225>)
- Where there is more than one funding source, the % charged to the 20% Primary Prevention Set-Aside for the following list of expenses cannot exceed the % of the county's/provider's total overall budget that is made up of Set-Aside funds.

For example: The county receives \$28 million in public health funds, \$10 million in mental health funds, and \$2 million in SAPT funds, of which \$400,000 is the 20% Primary Prevention Set-Aside, which equals 10% of the overall funds received. The county's annual lease is \$20,000. No more than \$2,000, or 10% of the expense, can be paid with the Primary Prevention Set-Aside funds.

- Indirect costs
- Necessary and reasonable rent/lease on facilities, when the costs are allocable
- Minor renovations on facilities (See, HHS Grants Policy Statement regarding Alteration and Renovation). No major remodeling or renovations.
- Routine maintenance and repair of an organization's physical plant or equipment