

**ATTACHMENT C**  
**ELIGIBLE EXPENSE STANDARDS**

**Other Expenses**

**Any Request for Reimbursement must include an itemization of the expenses, using the Reimbursement Request Form.**

No expenses under the “Other” budget category, including computer hardware or software purchases not included under the “Equipment” budget category, shall be eligible for reimbursement under this Agreement, unless approved ahead of time, in writing, by NCTCOG.

The “Other” expenses as identified in Attachment B of the Project Budget are allowed. The restrictions set forth in the Uniform Grant and Agreement Management Standards apply. All expenses budgeted under this “Other” category shall be itemized by the project SUBRECIPIENT when requesting reimbursement. Some expenses that may be appropriate include but are not necessarily limited to:

- Postage/Delivery
- Printing/Reproduction
- Advertising/Public Notices
- Signs
- Training
- Computer Hardware (Under \$5,000 and not listed under “Equipment” Category)
- Computer Software
- Miscellaneous Other (includes anything not listed elsewhere in the budget)

The expenses under this budget category must receive NCTCOG’s written approval prior to purchase. Again, for these “other” expenditures, documentation for reimbursement must show that the expenses were paid (a copy of the check or bank transmittal) and shall include purchase orders, if issued, and invoices or receipts.