

Administrative Costs Policy #ELD-001(v.2) for Early Learning Division (ELD)



The following administrative cost limits do not replace the statute, regulation, or terms and conditions of an award. In the case of discrepancies, follow the regulatory and statutory definitions. Funds in a contract or grant earmarked for child care provider financial support may not be eligible for administrative costs. See your ELD contract or grant for additional details.

State Funding

ELD requires grant recipients of state fund appropriations (both “General” and “Other”) to limit administrative costs so the public receives the greatest benefit.

ELD Program Name	Statute / Policy	Administrative Cost Limit*
Early Learning Hubs	ORS 417.827	15%
Some examples include: Oregon Pre-Kindergarten Preschool Promise Relief Nurseries Early Childhood Equity Fund Kindergarten Partnership & Innovation	Agency Policy	15%
Healthy Families Oregon	Agency Policy	15% Effective October 1, 2021

**Administrative costs incurred by the recipient’s subcontractor(s) must be accounted for within the overall administrative cost limit.*

Federal Funding

Sub-recipients of federal funding awarded by ELD are allowed to charge indirect costs, unless Federal statutes provide caps on the administrative costs. The sub-recipients must have an approved “Indirect Cost Rate” by the designated agency or cost allocation plan to charge indirect costs.

ELD Program	Fund	CFDA#-Title	Administrative Cost Limit
Early Learning Hubs and Healthy Families Oregon	Family Preservation and Family Support Services Program - Title IV-B(2)	93.556-Promoting Safe and Stable Families	10%
Healthy Families Oregon	Medicaid - Title XIX	93.778-Medical Assistance Program	Not allowed

ELD Program	Fund	CFDA#-Title	Administrative Cost Limit
Relief Nurseries	Social Services Block Grant - Title XX	93.667-Social Services Block Grant	9%
Some examples include: Child Care Resources and Referral (CCR&R) Oregon Registry Online Spark Child Care Reimbursements Central Coordination of CCR&R Oregon Child Care Partnership and Research Baby Promise	Child Care & Development Fund - Title 45	93.575-Child Care and Development Block Grant; and 93.596-Child Care and Development Block Grant (Matching/Mandator y)	a) Indirect Cost Rate, except for activities listed in §98.54(a) which are limited to 5% and must be negotiated b) Organizations w/o an approved indirect rate and not using “de minimis” may negotiate their indirect rate with ELD
N/A	Oregon Head Start Collaboration	93.600-Head Start	15%
N/A	Evaluating CCDBG in Oregon - OPRE	93.575-Child Care and Development Block Grant	Indirect Cost Rate
N/A	Preschool Development Grant	93.434-ESSA Preschool Development Grants Birth through Five	Indirect Cost Rate