

## MPP Function Codes

### Professional Development

#### **2210 – Improvement of Instruction.** (Professional Development for LEA’s teachers, assistants and directors)

- 6100 Certificated Salaries - stipends paid to Certified Staff for professional development occurring outside the regular contract period and or substitutes
- 6150 Noncertificated Salaries - stipends paid to Noncertified Staff for professional development occurring outside the regular contract period and or substitutes
- 6200 Employee Benefits – benefits associated with the stipends for Certified and Noncertified staff and substitutes
- 6300 Purchased Services –conference fees, travel and lodging. Services rendered by persons not employed by the program, such as consultants, their travel and reasonable related expenses. Also includes fees for accreditation, curriculum training, professional memberships such as NAEYC and T.E.A.C.H. scholarships
- 6400 Materials & Supplies – resource books or professional journals related to Early Childhood

### Maintenance of MPP Space

#### **2540 – Operation and Maintenance of Plant Services.** Expenditures for maintaining the MPP space. Please note that these expenditures should be prorated if the same space is being used by non MPP funded children

- 6300 Purchased Services – contracting services for repairs or maintenance of the physical space or playground
- 6400 Materials & Supplies – items used to maintain the physical space or playground that cost under \$1,000
- 6500 Capital Outlay – items used to maintain the physical space or playground that cost over \$1,000

### Community Set Aside

#### **3100 – Community Services.** Professional development services for licensed providers who provide care to age eligible children

- 6300 Purchased Services – Professional Development Opportunities for program staff such as conference fees, travel and lodging. Services rendered by persons not employed by the program, such as consultants, their travel and reasonable related expenses. Fees for accreditation, curriculum training, early childhood conferences/seminars and T.E.A.C.H. scholarships
- 6400 Materials & Supplies – resource books associated with curriculum training

### Parents as Teachers

#### **3511 – Early Childhood Program (PAT).** Activities providing programs for Parents as Teachers outside of the regular classroom setting, including screening, personal visits and/or group meetings

- 6300 Purchased Services – Funds requested under this code can not exceed the current PAT reimbursement rate and must be for the services provided above and beyond the state reimbursed services

### Classroom & Playground Instruction

#### **3512 – Early Childhood Instruction.** Learning experiences in a classroom setting

- 6100 Certificated Salaries
- 6150 Noncertificated Salaries
- 6200 Employee Benefits
- 6300 Purchased Services – educational field trips, lease payments for classroom space
- 6400 Materials & Supplies – items consumed in nature, have a useful life of less than two years, cost less than \$1,000 per unit and are more feasibly replaced than repaired. Refer to the Basic Materials and Supplies List
- 6500 Capital Outlay – Classroom equipment items that have a useful life of more than two years, cost more than \$1,000 per unit and are more feasibly repaired than replaced

### Remodeling of MPP Space

#### **4000 – Facilities Acquisition and Construction Services.** Remodeling of buildings and the initial installation and extensions of service systems and other built-in equipment and improvements to sites

- 6300 Purchased Services – contracting services for minor remodeling of the physical space or playground
- 6400 Materials & Supplies – Minor remodeling of physical space that cost under \$1,000
- 6500 Capital Outlay – Minor remodeling of physical space that cost over \$1,000