

Staff Wellness Cost Allowability Informational Sheet

Issue Date: December 2024

Introduction:

This info sheet provides a general overview on the allowability of staff wellness costs under your MOVA-funded grant award.

Allowable Wellness Costs:

For the purposes of your MOVA-funded grant award, staff wellness initiatives and related costs should develop the skills of direct service providers, including both paid staff and unpaid volunteers, so that they are better able to offer quality direct services. Allowable examples include, but are not limited to:

- In-service trainings or registration fees for staff to attend sessions (virtual or in-person) for the following topics:
 - Vicarious and/or secondary trauma
 - Yoga
 - Mindfulness
 - Resiliency
 - Active listening workshop
 - Diversity, equity and inclusion training: provide workshops that promote DEI in the workplace
 - General mental health/wellness

This is a non-exhaustive list. If you have a proposed wellness initiative cost that is not listed above, please connect with your Program Coordinator to ensure the allowability of the cost.

Unallowable Wellness Costs:

While staff wellness initiatives can be a broad cost category, there are a few expressly unallowable costs. Unallowable examples include, but are not limited to:

- Wellness initiative costs that could be/are entertainment
 - For example: trips to mini golf; escape rooms; boat excursions; zoo tours, etc.
- Food costs for employees
- Staff retreat costs
- Development of training materials

Additional Resources: If you have additional questions about any allowable/unallowable costs or want additional resources, visit the links below. As always, reach out to your Program Coordinator with any questions.

- [VOCApedia](#)
- [MOVA Grant Sub-recipient Policies and Procedures](#)