

Southeast Missouri Solid Waste Management District (District R) Policy on In-Kind Match

It is the policy of the Southeast Missouri Solid Waste Management District that for a project to be considered for funding a 25% local match is required. Normally this is expected to be a cash match against material and equipment purchases. In specific cases an in-kind match may be allowed.

1. Personnel: When personnel who are on an applicant's payroll are used to undertake a project the costs of those personnel can be used as match providing:
 - a. Time spent is documented through the normal accounting methods of the applicant;
 - b. Time is charged at the actual rate for the personnel involved; and,
 - c. Documentation is provided to support the match request.
2. Other direct costs: Other direct costs may be used as match providing:
 - a. They are actual costs such as rent; or,
 - b. They have actual documented values such as equipment; and,
 - c. Documentation is provided to support the match request.
3. The essential component of any in-kind match is that it be:
 - a. An actual expense;
 - b. Fully documented; and,
 - c. Directly pertaining to the project.
4. Volunteer labor is specifically excluded from this policy and is not applicable as in-kind match.

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