

The Incredible Years (IYS)

Eligible Program Activities and Expenses

All program costs will need to be justified by the implementation plan and the numbers served.

- ✓ **Initial Incredible Years Training is required for all facilitators. Depending on the IYS program(s) selected for implementation, initial training may be 2 or 3 days in length and each facilitator will need to be trained.**
 - To determine the number of days and the appropriate budget, please visit: <http://episcenter.psu.edu/ebp/incredible/training>
 - Special permission must be received to attend the IYS Advance Training and/or to attend training outside of Pennsylvania.
 - It is an allowable expense to train additional staff in the event of experiencing staff turnover and/or any need to cover the facilitation of groups due to a facilitator absence.
- ✓ **An IY Consultation Day in Year 2** serves as an opportunity for IY facilitators to seek out feedback, advice and assistance in regards to implementation. These in-person training days can be coordinated by EPISCenter and can include a variety of providers to not only save on cost but bring more expertise and real-life experiences to the training group.
- ✓ **Fees related to the Facilitator Certification process are allowable.**
- ✓ **Consultation calls with the developer or IYS trainer for quality assurance and problem solving are allowable.**
- ✓ **Curriculum (DVDs, CDs, Manuals) as REQUIRED by developer.** Grantees should place their order through the EPISCenter to receive a discounted rate on most materials. Please visit the following link for the process of ordering IYS materials at a discounted rate: <http://www.episcenter.psu.edu/ebp/incredible/discount-curriculum>
 - The *Toddler* and *Autism and Language Delays* curriculums may be purchased to supplement a Basic Parent program.
 - There are optional supplies such as extra posters, puppets, stickers. If requested, they may or may not be approved. Please provide clear justification for each non-required item.
- ✓ **Video Taping Equipment** to support participation in facilitator fidelity and quality assurance processes as established by IYS.
 - [Detailed Equipment Recommendations.](#)
- ✓ **TV or LCD Projector technology** to support showing vignettes to parents and children.
 - [Detailed Equipment Recommendations.](#)
- ✓ **Costs related to implementation such as travel, room rental, facilitator salaries, etc.**

- ✓ **Parent program specific expenses (Basic, Basic & Small Group Intervention, Advance)**
 - A light meal is considered a core element of these programs therefore food is an allowable expense.
 - Child care, transportation, and other incentives to assist in recruiting and retaining parents are considered a core element of these programs and are therefore allowable expenses.

- ✓ **Classroom Dinosaur and Small Group Dinosaur Curriculum Program Specific Expenses**
 - Puppets and incentives are an integral part of these programs and are an allowable expense.

- ✓ **Costs for two networking meetings and one PCCD Grantee Meeting**
 - The two, in-person networking meetings are typically held in Harrisburg, PA.
 - The PCCD Grantee Meeting is held in State College, PA.
 - Budget should be included (up to \$1,200 per year). Costs for hotel (if necessary), mileage, and subsistence will need to be broken out in both the budget detail and narrative.

- ✓ **Fidelity Verification Process**
 - This process is completed in consultation with the IY program developer during Year 2, Quarter 1 of the grant period. There is a cost associated with this process. To budget for costs, please visit: <http://episcenter.psu.edu/ebp/incredible/QA>