

Guidelines for Allowable Items for Reimbursement Missouri Breastfeeding Peer Counseling Program (BFPC)

Categories	Special BFPC Funding 1
Wages or Salary	<ul style="list-style-type: none"> ▪ A minimum rate at or above minimum wage is recommended. Use of gift certificates is not allowed. The payment must be made directly to peer counselors. ▪ Hours for providing peer counseling services, attending meetings and trainings. ▪ Hours for managing the program including supervision. ▪ The majority of Special BFPC Funding 1 should be used for peer counselor salary.
Other Expenses	<ul style="list-style-type: none"> ▪ All expenses listed below for Special BFPC Funding 2 and any additional expenses necessary to manage an effective Breastfeeding Peer Counselor Program. ▪ Includes items that can be given to participants, such as, breastfeeding supplies and literature.

Categories	Special BFPC Funding 2
Wages or Salary	<ul style="list-style-type: none"> ▪ A minimum rate at or above minimum wage is recommended. Use of gift certificates is not allowed. The payment must be made directly to peer counselors. ▪ Hours for providing peer counseling services, attending meetings and trainings. ▪ Hours for managing the program including supervision. ▪ The majority of Special BFPC Funding 2 should be used for peer counselor salary.
Office Supplies	<ul style="list-style-type: none"> ▪ Cost for mailings and postage ▪ Nametags ▪ Breastfeeding resources (breast models, breastfeeding books and dolls) ▪ Outreach materials to promote services through BFPC and recruit peer counselors.
Training and Continuing Education	<ul style="list-style-type: none"> ▪ Cost for conducting training sessions or in-services to peer counselors, including cost of training materials. ▪ Cost of attending the BFPC training sessions in Jefferson City for program coordinators. ▪ Cost of attending regional peer counseling trainings, quarterly meetings and BFPC Conferences.
Peer Counselor Retention	<ul style="list-style-type: none"> ▪ Recognition items for Peer Counselors such as T-Shirts
Mileage	<ul style="list-style-type: none"> ▪ Costs incurred for traveling to and from hospital and home visits. ▪ Costs incurred for traveling to training sessions or breastfeeding conferences.
Telephone	<ul style="list-style-type: none"> ▪ Cost of a cell phone or cost of making phone contacts while providing peer counseling services.
	<ul style="list-style-type: none"> ▪ Expenses must be used to support the work of the Peer Counselor. ▪ Items that are distributed to participants are not allowed under Special BFPC Funding 2.