

AEL CODES - Non-RKB (All other AEL Codes for equipment can be found at: <https://www.rkb.us/mel.cfm?subtypeid=549>)

CODES	Description
100	Management and Administration (M&A)
100HF	Hiring of full- or part-time staff or contractors/consultants to assist with the management of the respective grant program, application requirements, compliance with reporting and data collection requirements.
100HF-01	Full-Time or Part-Time Staff (direct costs)
100HF-01-GASB	Grant Administration Staff Salary and Benefits (direct costs) Direct costs for full and part time staff managing the grant programs, application requirements, project and expenditure and reimbursement processing in SPARS, and compliance with reporting and data collection requirements.
100HF-01-SUSB	GA Support Staff Salary and Benefits (direct costs) Direct costs for support staff assisting with the management of the grant programs, application requirements, project and expenditure and reimbursement processing in SPARS, and compliance with reporting and data collection requirements. This would include acct/fin, admin/reception, exec mngnt, HR, IT, etc.
100HF-02	Contractors/Consultants - Contracts > 25 (Augmenting Subrecipient/Organization Staffing)
100HF-02-COGT	Contractors/Consultants - Contracts > 25 (Augmenting Subrecipient/Organization Staffing) Contractor consultants, and temporary staff augmenting subrecipient/organization grant management staffing, with a contract exceeding \$25,000. These costs are included in the 50% personnel cap.
100HF-02-COLT	Contractors/Consultants - Contracts < 25 (Augmenting Subrecipient/Organization Staffing) Contractors, consultants and temporary staff augmenting subrecipient/organization grant management staffing, with a contract less than \$25,000. These costs are included in the 50% personnel cap.
100HF-03	Indirect Costs (M&A)
100HF-03-IDCO	Indirect Costs (M&A) Indirect costs charged against allowable direct costs for subrecipient/organization grant Management and Administration (M&A) activities. Documentation of the approved indirect rate from the subrecipient/organization's cognizant agency is required. (No cost can be charged to both direct and indirect costs.)
100LE	Leasing or renting of space for newly hired personnel during the period of performance
100LE-01	Office Space (direct costs)
100LE-01-OFSP	Office Space (direct costs) Space costs for staff performing grant program management and administrative activities. Allowed for space that is leased, rented, or apportioned amounts of mortgage/interest/other related costs if spaced is subrecipient/organization owned.
100ME	Meeting related expenses
100ME-01	Meeting related expenses for M&A activities (internal and external)
100ME-01-MEET	Meeting related expenses for M&A activities (internal and external) Direct cost incurred for meetings regarding management of grant programs, application requirements, project and expenditure and reimbursement processing in SPARS, and compliance with reporting and data collection requirements. Typical expenses include space rental, utility costs, rented equipment.
100OE	Authorized office equipment
100OE-01	Authorized office equipment acquisitions (>\$5K, or controlled items <\$5K)
100OE-01-AOEA	Authorized office equipment acquisitions (>\$5K, or controlled items <\$5K) Necessary equipment needed for management activities with a value greater than \$5K, and any controlled item (computers, copiers, phones, etc.) An equipment inventory log should be maintained for equipment under this AEL number.
100OT	Overtime and backfill cost
100OT-01	Overtime and backfill costs for M&A staff
100OT-01-OTBF	Overtime and backfill costs for M&A staff Overtime and backfill costs associated with management activities and in accordance with federal, state and local guidance and policies.
100RE	Recurring expenses such as those associated with cell phones and faxes during the period of performance of the grant program
100RE-01	Recurring Expenses
100RE-01-TELE	Telecommunications (land and cell service) Costs associated with communication needs for management activities. These include land, cable, and internet services for voice and data transmissions. (Communication equipment should be charged to 100OE-01-AOEA.)
100RE-01-MAIN	Maintenance, service, and support for office equipment supporting M&A activities

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	Costs associated with maintenance, service and support for office equipment needed for grant management activities. Included in this category are equipment maintenance contracts, IT support service contracts, etc.
100RE-01-COPY	Copy/reproduction expenses supporting M&A activities Direct costs for copying and reproduction required for grant management activities. This includes external reproduction services.
100RE-01-OFSP	Office supply expenses supporting M&A activities (consumables) Direct costs for office supplies for grant management activities. Includes consumable materials and non-controlled equipment that is less than \$5K per unit or in aggregate. Other reasonable and allocable expenses not captured under any other AEL category. Allowability will be determined on an expenditure-by-expenditure basis.
100RE-01-POST	Postage expenses supporting M&A activities Postage and shipping expenses for grant management activities.
100RE-01-SOFT	Software license and user fees supporting M&A activities Direct costs for software licenses and user fees supporting grant management activities.
100RE-01-STSP	Storage space expenses supporting M&A activities Direct costs for storage space not included in other space charges and required for equipment and materials supporting grant management activities. A list of items stored will be required to determine allowability of these costs.
100TR	Travel
100TR-01	Travel related to M&A activities
100TR-01-INST	In-state travel supporting M&A activities In-state travel supporting grant management activities including general management of the grant programs, application requirements, project and expenditure and reimbursement processing in SPARS, and compliance with reporting and data collection requirements. Includes; TARC meeting attendance, BSIR, meetings and training with FEMA, SAA and K2Share, and meetings with local grant recipients regarding grant management activities.
100TR-01-OTST	Out-of-state travel supporting M&A activities Out-of-state travel supporting grant management activities including general management of the grant programs, application requirements, project and expenditure and reimbursement processing, and compliance with reporting and data collection requirements. Requires written prior approval of the subrecipient/organization's senior authorizing authority.
110	Exercises
110EX	Design, Develop, Conduct and Evaluate and Exercise
110EX-01	Design, Develop, Conduct and Evaluate and Exercise
110EX-01-COEX	Design, Develop, Conduct and Evaluate and Exercise
110HF	Full- or part-time staff or contractors/consultants
110HF-01	Full- or part-time staff or contractors/consultants
110HF-01-FPCC	Contractors used to assist with exercises
110HS	Implementation of HSEEP
110HS-01	Implementation of HSEEP
110HS-01-SEEP	Implementation of HSEEP
110OC	Other items
110OC-01	Other items
110OC-01-OTHE	Expenses directly related to the conduct or attendance of exercises
110OT	Overtime and backfill costs, including expenses for part-time and volunteer emergency
110OT-01	Overtime and backfill costs, including expenses for part-time and volunteer emergency
110OT-1-OTBF	Overtime and backfill costs, including expenses for part-time and volunteer emergency
110SU	Supplies
110SU-01	Supplies
110SU-01-SUPP	Supplies related to exercise activities
110TP	Travel
110TP-01	Travel
110TP-01-TRPL	Travel/per diem related to exercise activities
110WS	Exercise planning workshop
110WS-01	Exercise planning workshop
110WS-01-WORK	Exercise planning workshop
120	Training
120CR	Certification/Recertification of Instructors

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120CR-01	Certification/Recertification of Instructors
120CR-01-CERT	Certification/Recertification of Instructors
120DE	Develop, deliver and evaluate training
120DE-01	Develop, deliver and evaluate training
120DE-01-DDET	Develop, deliver and evaluate training
120HF	Full- or part-time staff or contractors/consultants
120HF-01	Full- or part-time staff or contractors/consultants
120HF-01-FPCC	Hiring of Full or Part-Time Staff or Contractors/Consultants to Assist with Training.....
120OC	Other items
120OC-01	Other items
120OC-01-OTHE	Expenses directly related to the conduct or attendance of training
120OE	Overtime and backfill for emergency preparedness and response personnel attending.....
120OE-01	Overtime and backfill for emergency preparedness and response personnel attending.....
120OE-01-OBFT	Overtime and backfill for emergency preparedness and response personnel attending.....
120OP	Overtime and backfill for emergency preparedness and response personnel
120OP-01	Overtime and backfill for emergency preparedness and response personnel
120OP-01-OBPT	Overtime and backfill expenses for part-time and volunteer emergency response personnel
120SU	Supplies
120SU-01	Supplies
120SU-01-SUPP	Supplies related to training activities
120TP	Travel
120TP-01	Travel
120TP-01-TRPL	Travel/per diem related to exercise activities
120TU	Tuition for higher education
120TU-01	Tuition for higher education
120TU-01-HIED	Higher education tuition
120TW	Training Workshops and Conferences
120TW-01	Training Workshops and Conferences
120TW-01-TWCO	Fees for attending training workshops and/or conferences
130	Organization
130FC	Fuel Cost and/or Mileage Reimbursement
130FC-01	Fuel Cost and/or Mileage Reimbursement
130FC-01-FCMR	Fuel Cost and/or Mileage Reimbursement
130HF	Hiring of Full or Part-Time Staff or Contractors for Emergency Management Activities
130HF-01	Hiring of Full or Part-Time Staff or Contractors for Emergency Management Activities
130HF-01-FPCC	Hiring of Full or Part-Time Staff or Contractors for Emergency Management Activities
130OE	OPacks - Explosives Detection Canine Team
130OE-01	OPacks - Explosives Detection Canine Team
130OE-01-EDCT	OPacks - Explosives Detection Canine Team
130OM	OPacks - Mobile Explosives Screening Team
130OM-01	OPacks - Mobile Explosives Screening Team
130OM-01-MEST	OPacks - Mobile Explosives Screening Team
130OT	Overtime for Information, Investigative, and Intelligence Sharing Activities
130OT-01	Overtime for Information, Investigative, and Intelligence Sharing Activities
130OT-01-OTIS	Overtime for Information, Investigative, and Intelligence Sharing Activities
130OV	OPacks - VIPR Team
130OV-01	OPacks - VIPR Team
130OV-01-VIPR	OPacks - VIPR Team
130RE	Reimbursement for select operational expenses associated with increased security measures...
130RE-01	Reimbursement for select operational expenses associated with increased security measures ...
130RE-01-REOE	Reimbursement for select operational expenses associated with increased security measures at critical infrastructure sites incurred during periods of DHS declared alert (up to 25 percent of the allocation)
130TR	Travel and Per Diem
130TR-01	Travel and Per Diem
130TR-01-TAPD	Travel and Per Diem
130VM	Vehicle/Equipment Maintenance
130VM-01	Vehicle/Equipment Maintenance
130VM-01-VEEM	Vehicle/Equipment Maintenance
130VR	Vehicle and Equipment Rentals
130VR-01	Vehicle and Equipment Rentals

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130VR-01-VAER	Vehicle and Equipment Rentals
130OP	Other Authorized Personnel
130OP-01	Other Authorized Personnel
130OP-01-OTHE	Other Authorized Personnel
140	Planning
140CC	Establish, enhance, or evaluate Citizen Corps relate volunteer programs
140CC-01	Establish, enhance, or evaluate Citizen Corps relate volunteer programs (Deliverables from 3rd Party Providers)
140CC-01-ECCP	Establish, enhance, or evaluate Citizen Corps relate volunteer programs (Deliverables from 3rd Party Providers) Cost of planning deliverables for the establishment, enhancement or evaluation of Citizen Corps related volunteer programs. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140CP	Conferences to facilitate planning activities
140CP-01	Conferences/workshops to facilitate planning activities (Deliverables from 3rd Party Providers)
140CP-01-CONF	Conferences/workshops to facilitate planning activities (Deliverables from 3rd Party Providers) Cost of planning deliverables, facility rental, equipment rental, speaker fees and other reasonable and necessary cost for conferences and workshops that facilitate planning activities. These costs are not included in the 50% personnel cap. Subrecipient/organization staff time used for coordinating conferences should be reported under AEL's 100HF-01, 100HF-02, 140HF-01, or 140HF-02.
140DA	Develop or Conduct Assessments
140DA-01	Expenses incurred in the development or conduct of assessments (Deliverables from 3rd Party Providers)
140DA-01-DCAS	Expenses incurred in the development or conduct of assessments (Deliverables from 3rd Party Providers) Cost of planning deliverables for the development or conduct of assessments. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140DI	Develop and implement homeland security support programs and adopt ongoing DHS National...
140DI-01	Expenses incurred in the develop and implement homeland security support programs (Deliverables from 3rd Party Providers)
140DI-01-DIHS	Expenses incurred in the develop and implement homeland security support programs (Deliverables from 3rd Party Providers) Cost of planning deliverables for the development and implementation of homeland security support programs. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140DP	Develop and Enhance Plans and Protocols
140DP-01	Expenses incurred in the development and enhancement of plans and protocols (Deliverables from 3rd Party Providers)
140DP-01-DPEP	Expenses incurred in the development and enhancement of plans and protocols (Deliverables from 3rd Party Providers) Cost of planning deliverables for the development and enhancement of plans and protocols. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140DR	Develop related terrorism prevention activities
140DR-01	Develop related terrorism prevention activities (Deliverables from 3rd Party Providers)
140DR-01-RTPA	Develop related terrorism prevention activities (Deliverables from 3rd Party Providers) Cost of planning deliverables to develop terrorism prevention activities. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140EO	Ensuring EOC continuity of operations
140EO-01	Ensuring EOC continuity of operations (Deliverables from 3rd Party Providers)
140EO-01-EEOC	Ensuring EOC continuity of operations (Deliverables from 3rd Party Providers) Cost of planning deliverables to ensure the continuity of operations for EOCs. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140HF	Hiring of full- or part-time staff or contract/consultants to assist with planning activities (not for the purpose of hiring public safety personnel fulfilling traditional public safety duties)
140HF-01	Full-Time or Part-Time Staff (direct costs)
140HF-01-PLSB	Planning Staff Salary and Benefits (direct costs) Direct costs for full and part time planners responsible for researching, writing and developing a variety of regional and local plans/protocols, risk assessments, CIKR assessments, gap analyses, etc.

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140HF-01-SUSB	Planning Support Staff Salary and Benefits (direct costs) Direct costs for support staff for planning activities, including; research, writing and development of a variety of regional and local plans/protocols, risk assessments, CIKR assessments, gap analysis, etc. This would include acct/fin, admin/reception, exec mngnt, HR, IT, etc.
140HF-01-CCPS	Planning Staff Supporting Citizen Corps Salary and Benefits (direct costs) Direct costs for staff activities to establish, enhance or evaluate certified Citizen Corps related volunteer programs
140HF-02	Contractors or Consultants (Augmenting Subrecipient/Organization Staffing)
140HF-02-COGT	Contractors/Consultants - Contracts > 25 (Augmenting Subrecipient/Organization Staffing) Contractor consultants, and temporary staff augmenting subrecipient/organization planning staffing, with a contract exceeding \$25,000. These costs are included in the 50% personnel cap.
140HF-02-COLT	Contractors/Consultants - Contracts < 25 (Augmenting Subrecipient/Organization Staffing) Contractors, consultants and temporary staff augmenting subrecipient/organization planning staffing, with a contract less than \$25,000. These costs are included in the 50% personnel cap.
140HF-03	Indirect Costs (Planning)
140HF-03-IDCO	Indirect Costs (resulting from Planning activities) Indirect costs charged against allowable direct costs for subrecipient/organization grant Planning activities. Documentation of the approved indirect rate from the subrecipient/organization's cognizant agency is required. (No cost can be charged to both direct and indirect costs.)
140MP	Materials required to conduct planning activities
140MP-01	Materials required to conduct planning activities
140MP-01-TELE	Telecommunications (land and cell service) Costs associated with communication needs for planning activities. These include land, cable, and internet services for voice and data transmissions. (Communication equipment should be charged to 100OE-01-AOEA.)
140MP-01-MAIN	Maintenance, service, and support for office equipment supporting Planning activities Direct costs associated with maintenance, service and support for office equipment needed for planning activities. Included in this category are equipment maintenance contracts, IT support service contracts, etc.
140MP-01-COPY	Copy/reproduction expenses supporting Planning activities Direct copy and reproduction costs required for planning activities. This includes external reproduction services.
140MP-01-OFSP	Office supply expenses supporting Planning activities (consumables) Direct costs for office supplies needed for planning activities. Includes consumable materials and non-controlled equipment that is less than \$5K per unit, or in aggregate.
140MP-01-OTHE	Other expenses supporting Planning activities Other reasonable expenses not captured under any other AEL category. Allowability will be determined on an expenditure-by-expenditure basis.
140MP-01-POST	Postage expenses supporting Planning activities Postage and shipping expenses for planning activities.
140MP-01-SOFT	Software license and user fees supporting Planning activities Direct costs for software licenses and user fees supporting planning activities.
140MP-01-STSP	Storage space expenses supporting Planning activities Direct expense for storage space not included in other space charges and required for equipment and materials supporting planning activities. A list of items stored will be required to determine allowability of these costs.
140OP	Other project areas with prior approval from FEMA
140OP-01	Other project areas with prior approval from FEMA
140OP-01-OTHE	Other project areas with prior approval from FEMA Other reasonable and allocable planning deliverable expenses not captured under any other AEL category. Allowability will be determined on an expenditure-by-expenditure basis and will require prior approval from FEMA.
140OP-02	Leasing or renting of space for newly hired personnel during the period of performance
140OP-02-OFSP	Office Space (direct costs) Space costs for staff performing planning functions. Allowed for space that is leased, rented, or apportioned amounts of mortgage/interest/other related costs if spaced is subrecipient/organization owned.
140OT	Overtime and backfill costs (IAW operational Cost Guidance)
140OT-01	Overtime and backfill costs (IAW operational Cost Guidance)
140OT-01-OTBF	Overtime and backfill costs (IAW operational Cost Guidance)

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CODES	Description
	Overtime and backfill costs associated with planning activities and in accordance with federal, state and local guidance and policies.
140PE	Program Evaluations
140PE-01	Program Evaluations (Deliverables from 3rd Party Providers)
140PE-01-EVAL	Program Evaluations (Deliverables from 3rd Party Providers) Cost of planning deliverables for program evaluation. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140PO	Public Education/Outreach
140PO-01	Public Education/Outreach (Deliverables from 3rd Party Providers)
140PO-01-PEOR	Public Education/Outreach (Deliverables from 3rd Party Providers) Cost of planning deliverables for public education and outreach programs. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140SC	Develop scenario plans that incorporate the range of prevention, protection, response and recovery activities
140SC-01	Develop scenario plans that incorporate the range of prevention, protection, response and recovery activities (Deliverables from 3rd Party Providers)
140SC-01-PRRR	Develop scenario plans that incorporate the range of prevention, protection, response and recovery activities (Deliverables from 3rd Party Providers) Cost of planning deliverables to develop scenario plans that incorporate the range of prevention protection, response and recover activities. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140ST	Updating the State and/or Urban Area Homeland Security Strategy to address all hazards
140ST-01	Updating the State and/or Urban Area Homeland Security Strategy to address all hazards.... (Deliverables from 3rd Party Providers)
140ST-01-UASI	Updating the State and/or Urban Area Homeland Security Strategy to address all hazards.... (Deliverables from 3rd Party Providers) Cost of planning deliverables to update the state and/or urban area homeland security strategy to address all hazards. Staff providing these services are not managed directly by the subrecipient/organization. These costs are not included in the 50% personnel cap.
140TP	Travel/per diem related to planning activities
140TP-01	Travel/per diem related to planning activities
140TP-01-INST	In-state travel supporting Planning activities In-state travel supporting planning activities of subrecipient/organization staff and direct-managed contractors and consultants.
140TP-01-OTST	Out-of-state travel supporting Planning activities Out-of-state travel supporting planning activities of subrecipient/organization staff and direct-managed contractors and consultants. Requires written prior approval of the subrecipient/organization's senior authorizing authority.
21OS	Operation Stonegarden
21	Other Authorized Equipment
21OS	Operation Stonegarden
21OS-01	Operation Stonegarden
21OS-01-BFSG	Costs associated with backfill for personnel supporting operational activities
21OS-01-EQUP	Specialized vehicles designed to enhanced law enforcement preparedness and operation
21OS-01-ERSG	Equipment Rental Reimbursement for select Law Enforcement equipment
21OS-01-FLSG	Fuel Reimbursement for select operational expenses
21OS-01-LRSG	Increase operational, material, and technological readiness of law enforcement agencies.
21OS-01-MILE	Milage Reimbursement for select operational expenses
21OS-01-MRSG	Reimbursement for select operational expenses associated with vehicle maintenance
21OS-01-OTSG	Operational overtime costs associated with law enforcement activities, in support....
21OS-01-PTSG	Used to pay additional current part time law enforcement personnel salaries in order....
21OS-01-SPEC	Specialized equipment designed to enhance law enforcement preparedness and operational readiness along the borders of the United States
21OS-01-TLSG	Travel and Per Diem costs associated with law enforcement entities assisting other....