Economic Impact Analysis Tool
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User Guide

This guide will help you use the Economic Impact Analysis (EIA) Tool to understand how your grant-funded project's spending translates into state-wide economic benefits. You can learn more about the tool on the EIA Tool website.

You can use the economic impact information to:

- Plan your project's spending for maximum economic impact, by seeing how varying in-state and out-of-state spending for different types of expenses will change your result.
- Satisfy reporting requirements for a Health Resources and Services Administration (HRSA) grant.
- Show other funders how their investment has impacted more than just those directly helped by the project.
- Share with your stakeholders how the project has impact in your state.

To use the tool, you will need two types of information:

- **Funding Received**
  Total funding received from HRSA and other sources supporting your programs.

- **Spending Information**
  How you used or will use the funding to support program activities. For each expense, you will need to know if it was spent within one of the states served by the program or outside of those states. You will also need to identify the type of spending from a set of industry codes. Spending will be entered in four categories:

  o **Personnel expenses and fringe**
    Salary/wages and fringe for people hired to perform program services using program funds.

  o **Equipment and supplies**
    Expenses such as computers, educational brochures, paper, pens, books, and similar items.

  o **Contract spending**
    Spending for services provided by people or firms who are not regular employees, such as lawyers, accountants, computer systems experts, clinical personnel who are not employees, and ad agencies. It covers work done on a contract basis.

  o **Other operational spending**
    This category includes any spending not fitting the categories of personnel/fringe, equipment/supplies, or contract spending. It may include travel, marketing, rent, utilities, overhead, indirect costs, and similar expenses.

A worksheet to track spending is available on the EIA Tool website, to help you prepare.

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What's New in This Version

- The current version of the EIA Tool, launched August 2022, calculates economic impact at the state level. Previous versions of the Economic Impact Analysis Tool calculated economic impact at the community level instead, using a different formula. **Results from the previous version should not be compared to results from the current version.**

- Accounts are no longer used to access the tool. Once you create a scenario, you will have several options to access it:
  - Bookmarking it
  - Connecting it to one or more email addresses
  - Copying a URL that provides view-only or editable access

Tips for Using the Tool

Browser
The EIA Tool will work in all modern browsers.

Industry Code Selection
The industry categories are based on a review of a large number of grantee programs. We encourage users to reference the complete list of industry codes at the end of this document, or click the red "i" next to Industry on any spending step to view an online list. Familiarity with the industry code choices will be helpful as you prepare a spending worksheet and use the EIA Tool. Be aware that many of these industry options are broad, and the labels may not fully capture the breadth of activities represented by that industry code. For each category, only the relevant codes are listed. If none of the industry codes directly apply to your item, use the closest matching category.
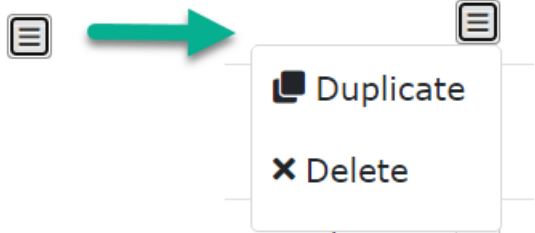
Subrecipient Spending
You have the option to enter item-by-item detailed spending for any subrecipient you are funding through your project, if you have that level of information. Alternately, you can enter the money allocated to the subrecipient as a lump sum in Step 5 – Contract Spending.

Combining Results over Multiple Years
If you have a multi-year project, you can enter information for individual years to get an economic impact result for each year of spending. However, in order to get an economic impact result across the entire period, you will need to enter all funding and spending for the entire project period in a single scenario. It is not possible to sum up economic impact ratios across scenarios.

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Guide to EIA Icons

Icon	Function
	The 3-line icon appears in the right column in the scenarios list and also in each spending step. When clicked, it allows you to duplicate an item or to delete it.
	The set of six gray boxes appears in the left column for each spending step, when you have more than one spending item. Click it to drag and reorder the list of items.
	The "i" is an information icon. When clicked, it will bring up a pop-up window with additional information.

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Example Scenario

Throughout the user guide, we will use this example scenario to show how the tool works. The example scenario is also available to view on the EIA Tool website.

Background

Project	DooNow CAH Project	
Organization	DooNow Critical Access Hospital	
State Served	Oklahoma	
Grant Name	Rural Health Care Services Outreach Grant	
Project Year(s)	2022	
Funding	HRSA	$ 200,000
	Other sources	$ 20,000
	Total	$ 220,000
Spending	In-State	$ 195,000
	Out-of-State	$ 25,000
	Total	$ 220,000

Spending Details

Personnel expenses	Amount	In-State	Industry code	Description
Hospital nurse serving as grant administrator and chief care coordinator, salary for 12% of time, including fringe benefits	$ 32,000	✓	561100	Office administration and management
Two care coordinators, total part-time salaries	$ 122,270	✓	621900	Other ambulatory healthcare services
In-State Subtotal:	$ 154,270			
Out-of-State Subtotal:	$ 0			

Equipment & Supply	Amount	In-State	Industry code	Description
2 computer tablets for patient/family contact information to be used by care coordinators	$ 1,100	✓	4B0000	Other retail, including computers
Printed information packets for care coordinators	$ 425	✓	323110	Printing
Printed informational brochures addressing healthy eating tips and diabetes information for patients/families	$ 1,400	✓	323110	Printing

In-State Subtotal: $ 2,925
Out-of-State Subtotal: $ 0

Contract spending	Amount	In-State	Industry code	Description
Office of general practitioner - contract for administrative costs for nurse practitioner assistance in helping hospital identify vulnerable patients and families	$ 20,000	✓	561100	Office administration and management
Program evaluation by professional evaluator	$ 25,000	x	541610	Management consulting
In-State Subtotal:	$ 20,000			
Out-of-State Subtotal:	$ 25,000			

Other operational spending	Amount	In-State	Industry code	Description
Air fare to attend grantee workshop convened by the funding agency	$ 400	✓	481000	Air transportation
Accommodations attend grantee workshop convened by the funding agency	$ 800	✓	721000	Long distance travel accommodations
Local travel expenses for care coordinator family contacts	$ 2,500	✓	447000	Gas
Hospital overhead associated with administrating grant program	$ 14,105	✓	561100	Office administration and management
In-State Subtotal:	$ 17,805			
Out-of-State Subtotal:	$ 0			

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Getting Started

From the main page of the EIA Tool, select "Get Started Using the Tool>":

You will be taken to the *Create or Edit Scenarios* page, which is also available as a choice in the left sidebar. Select "Create New Scenario":

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A pop-up window will appear, listing the options to share and save your new scenario:

New Scenario Created

- Your new scenario has been created, please consider bookmarking this page to ensure you have access in the future.

- Optionally, you may also add one or more email addresses, which can then be used to search for and access this scenario.

  This can also be done later under the "Sharing & Saving" menu item

  No addresses added yet

  Email [   ] **+ Add**

  Got it!

You may want to start by adding your email address, to ensure you can access your work in the future. You can also bookmark the page. These same options are available later, if you decide you want to provide additional access.

Click "Got it!" when you are done reviewing these options.

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Step 1 – Project Information

1: Project Info ✔ Primary state: **Oklahoma**	
2: Funding ✘ $ 0	
3: Personnel expenses $ 0	
4: Equipment & Supply $ 0	
5: Contract spending $ 0	
6: Other spending $ 0	
7: View & Print Report	
8: Saving & Sharing	

Step 1: Tell us about your project

Please provide some background information about your project:

* Project Name

DooNow CAH Project

* Which states do you serve?

Oklahoma ⊗

Organization

DooNow Critical Access Hospital

Purpose of your scenario

Please enter a short description of this project, which will be included in your report (max characters: 3000, remaining: 3000):

Next Step ❯

The first step is to enter background information that will be used to provide context to the analysis and share information about the project in your resulting report. Using the example on pages 3-4, we can start entering information.

1. **Name of Project**
   Enter the name of your project. This can be the same as your organization if you choose.

2. **States**
   Indicate which state or states your project serves. If you serve multiple states, you will be asked to indicate the **primary state** where most spending will occur. The tool will use the multipliers for this state to make its calculations.

3. **Organization**
   Enter your organization's name. For this scenario, DooNow Critical Access Hospital

4. **Purpose of the Scenario**
   This explains the purpose for the analysis and what it can be used for. This statement will appear in your report, so can be a useful way to share information with those receiving the report about the overall impact of specific to this project or any other information the program wishes to share. For example, if your program also generated revenue, you could mention that here. It is recommended to keep this entry as short and succinct as possible. There is a 3,000 character limit.

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Step 2 – Funding

1: Project Info Primary state: **Oklahoma**	✔
2: Funding $ 220,000	✔
3: Personnel expenses $ 0	
4: Equipment & Supply $ 0	
5: Contract spending $ 0	
6: Other spending $ 0	
7: View & Print Report $ 220,000 left to spend	✗
8: Saving & Sharing	

Step 2: Tell us about your grant funding

How much money is available for your project? You can enter one year's worth of the grant, and then the spending for that year, or you can tell us about the funding for the full grant period, and all the spending over the entire period of the grant. Your Project Officer will advise you about which report they need.

* HRSA Grant Funding

This is the money awarded to you by the Health Resources and Services Administration for the project.

$ 200,000 .00

Grant Name

Rural Health Care Services Outreach Grant

Project Year(s)

2022

* Other Funding

Is there any *new* money available for this project as a direct result of the HRSA grant funding? This funding could be private or public, and often includes the commitment of matching funds, up to a certain level, tied to the receipt of HRSA funding. Only include funding that will be spent *on the project*.

$ 20,000 .00

[❮ Previous Step]   [Next Step ❯]

In the next step, tell us about the funding for your project.

1. **HRSA Funding**
   Enter the total funding received from HRSA for the time period you are reporting. You can enter one year's worth of the grant, and then the spending for that year, or you can tell us about the funding for the full grant period, and all the spending over the entire period of the grant. Your Project Officer will advise you about which report they need.

   For grantees using this for each year of a multi-year grant, enter the amount actually spent for the year if you did not spend out the full amount and plan to carryforward the remainder of the funds.

2. **Grant Name**
   Please enter the official name of the HRSA grant you have received. This information will appear in your report. A list of HRSA Federal Office of Rural Health Policy grant program names is available at https://www.hrsa.gov/rural-health/grants. For those using the tool that

did not receive a HRSA grant, it is fine to leave this blank or identify the source for the funding you are using.

3. **Project Year(s)**
   Enter the year or years for which you are reporting. This report is for 2022.

4. **Other Funding**
   List any new money available for this project as a direct result of the HRSA grant funding. This funding could be private or public, and often includes the commitment of matching funds, up to a certain level, tied to the receipt of HRSA funding. Only include funding that will be spent on the project. The funding must be spent out to generate a report.

Step 3 – Personnel and fringe

Step 3: Add personnel expenses and fringe

Please add the personnel and fringe expenses for this project. Project employees should include managers, coordinators, medical personnel, and any other full- or part-time personnel working on and paid by the project. If you choose to list fringe as a separate line item, please use the industry code *561100 - Office Administrative*.

You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code, if you want to use separate entries for each employee, for example. If a single employee does work matching more than one industry code, you may use multiple entries for that person, allocating salary/wages to the appropriate industries.

Please enter any spending outside of the states you serve as separate entries and uncheck the *In-State* checkbox for those items.

	Title/Role	Salary/Wages/Fringe	In-State	Industry ⓘ	
⠿	Hospital nurse serving as grant administrator and chief care coordinator, salary for 12% of time, including fringe benefits	$ 32,000	☑	561100 - Office administration and management	☰
		$ .00	☑	621900 - Other ambulatory healthcare services ⌄	Add

In the next step, add personnel and fringe expenses for this project. Include any full- or part-time personnel working on and paid by the project.

- If you choose to list fringe as a separate line item, please use the industry code *561100 - Office Administrative*.

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- You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code, if you want to use separate entries for each employee, for example.
- If a single employee does work matching more than one industry code, you may use multiple entries for that person, allocating salary/wages to the appropriate industries.
- Spending is considered in-state for personnel living in the state(s) served by the project.
- Out-of-state spending items should be added as separate lines.

For each entry, list the title/role describing the work, the amount spent, check whether it was spending in the state or states you serve, and pick the best matching industry code from the drop-down list. Then click "Add". Each time you add a line of funding, a new line will appear. Above, you will see the first line from the example scenario entered.

You can view a full list of industry codes at the end of this document, or click the red "i" next to "Industry" to view an online list. For each category, only the relevant codes are listed.

Additional Personnel Examples

One employee working in more than one industry:

Title/Role	Salary/Wages/Fringe	In-State	Industry
Project director	$ 30,000	☑	561100 - Office administration and management
Project director	$ 30,000	☑	611B00 - Educational Services

Two employees working in the same industry, one living in-state and one living outside of the service area states:

Title/Role	Salary/Wages/Fringe	In-State	Industry
Community health worker	$ 25,000	☑	621600 - Home health providers
Community health worker	$ 25,000	☐	621600 - Home health providers

Fringe entered with salary:

Title/Role	Salary/Wages/Fringe	In-State	Industry
Project director, salary and fringe	$ 50,000	☑	561100 - Office administration and management
Community health worker, salary and fringe	$ 35,000	☑	621600 - Home health providers

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Fringe entered separate from salary:

Title/Role	Salary/Wages/Fringe	In-State	Industry ℹ
Project director, salary only	$ 44,000	☑	561100 - Office administration and management
Community health worker, salary only	$ 29,000	☑	621600 - Home health providers
Fringe, all personnel	$ 12,000	☑	561100 - Office administration and management

Step 4 – Equipment and supplies

Step 4: Add equipment and supply spending

Please add equipment and supply spending for this project, such as computers, educational brochures, paper, pens, books, and similar items.

You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code, if you want to use separate entries for different purchases.

Please enter any spending outside of the states you serve as separate entries and uncheck the *In-State* checkbox for those items.

Name/Description	Amount	In-State	Industry ℹ	
2 computer tablets for patient/family contact information to be used by care coordinators	$ 1,100	☑	4B0000 - Other retail, including computers	☰
	$ .00	☑	323110 - Printing	Add

In step 4, list equipment and supply spending for this project, such as computers, educational brochures, paper, pens, books, and similar items.

- You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code, if you want to use separate entries for different purchases.
- Enter spending *outside of the states you serve* as separate entries and uncheck the "In-state" column for those items.
- If you make purchases from a national chain at a location that is in one of the states you serve, you can consider that in-state spending.

For each entry, list a name or description for the expense, the cost, check whether it was spending in the state or states you serve, and pick the best matching industry code from the drop-down list. Then click "Add". Each time you add a line of funding, a new line will appear. Above, you will see the first line from the example scenario entered.

Step 5 – Contract spending

Step 5: Add contract spending

Please add contract spending for this project. This includes spending for services provided by people or firms who are not regular employees, such as lawyers, accountants, computer systems experts, clinical personnel who are not employees, and ad agencies. It covers work done on a contract basis.

You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code if you want to use separate entries for different contracts.

Please enter any spending outside of the states you serve as separate entries and uncheck the *In-State* checkbox for those items.

	Name/Description	Amount	In-State	Industry ⓘ	
⠿	Office of general practitioner - contract for administrative costs for nurse practitioner assistance in helping hospital identify vulnerable patients and families	$ 20,000	☑	561100 - Office administration and management	☰
	[ ]	$ .00	☑	561100 - Office administration and management ⌄	Add

In step 5, add contract spending for this project. Include spending for services provided by people or firms who are not regular employees, such as lawyers, accountants, computer systems experts, clinical personnel who are not employees, and ad agencies. It covers work done on a contract basis.

- You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code if you want to use separate entries for different contracts.

For each entry, list a name or description for the expense, the cost, check whether it was spending in the state or states you serve, and pick the best matching industry code from the drop-down list. Then click "Add". Each time you add a line of funding, a new line will appear. Above, you will see the first line from the example scenario entered.

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Step 6 – Other spending

Step 6: Add other operational spending

Please add other operational spending for this project. This includes any spending not fitting the categories of personnel/fringe, equipment/supplies, or contract spending. It may include travel, marketing, rent, utilities, overhead, indirect costs, and similar expenses. Consider the industry code *561100 - Office Administrative*, for expenses like indirects and overhead.

You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code if you want to use separate entries for different expenses.

Please enter any spending outside of the states you serve as separate entries and uncheck the *In-State* checkbox for those items.

	Name/Description	Amount	In-State	Industry ⓘ	
⠿	Program evaluation by professional evaluator	$ 400	☑	481000 - Air transportation	≡
		$ .00	☑	481000 - Air transportation ⌄	Add

In step 6, add other operational spending for this project. Include any spending not fitting the categories of personnel/fringe, equipment/supplies, or contract spending. It may include travel, marketing, rent, utilities, overhead, indirect costs, and similar expenses.

- Consider the industry code *561100 - Office Administrative*, for expenses like indirects and overhead.
- You will need to add a separate entry for each different industry code used. You can add more than one entry for the same code if you want to use separate entries for different expenses.

For each entry, list a name or description for the expense, the cost, check whether it was spending in the state or states you serve, and pick the best matching industry code from the drop-down list. Then click "Add". Each time you add a line of funding, a new line will appear. Above, you will see the first line from the example scenario entered.

Step 7 – View and Print Report

In order to view your complete report, you will need to have entered all the spending to match the amount of funding you indicated in step 2. As we've proceeded, the system has been keeping track of how much was spent. Here is an example of what you will see at this step if you have not yet completed the spending:

Go back and identify the missing spending from a previous step. Once that is entered, you will be able to view your report. For the example scenario, the top portion of your report would look like this:

You will see options to the right to print your report or save it as a PDF file, which you can then share with your Project Officer.

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Step 8 – Save and Share

Saving & Sharing

🔖 Bookmarks

Bookmarking this page in your browser is one way to ensure you can find this Scenario again in the future.

✉ Access based on Email addresses

People with these email addresses will be able to search for and access this Scenario - with the ability to view, change, or delete it.

No addresses added yet

Email		+ Add

📝 Editing access to your Scenario

Share this URL to let others view, change, or delete your scenario:

https://www.ruralhealthinfo.org/econtool/scenarios/C4k6NDNMtivXMBtTtV2LA7	📋 Copy to clipboard

📄 View-only access to your Scenario

To let others view your scenario report without being able change or delete anything, share this URL:

https://www.ruralhealthinfo.org/econtool/view/Jp3oeN6cGEYskijBRb266F	📋 Copy to clipboard

The last step of the process allows you to access your scenario in the future and share that access with others. You can:

- Bookmark the scenario
- Provide access linked to a specific email address or addresses. For example, you may want to enter your preferred email, which will help you access the scenario again.
- Copy a link that will allow others to edit or view the scenario.

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Industry Codes

Industries chosen for the tool are those used most often by HRSA grant recipients. Some Industry Codes may not fully explain activities classified in that industry. If none of the industry codes fully applies to your item, use the closest matching category based on these definitions.

Administrative / Support Services

- **561400 - Business support**

  Routine business support functions that businesses and organizations traditionally do for themselves, such as document preparation and telephone call centers.
  - Bookkeeper/Clerk

- **561200 - Facility support**

  Support services within a client's facilities that typically include a combination of services, such as maintenance, mail routing, reception, laundry, and related services to support operations within facilities.

- **561100 - Office administration and management**

  Includes a range of day-to-day office administrative services, such as financial planning; billing and recordkeeping; personnel; and physical distribution and logistics, may be on a contract or fee basis.

  - CEO
  - Grant Coordinator
  - Administrative Assistant
  - Project or Program Director/Manager

Computer System-related

- **541511 - Computer Programming**

  Programming services on a contract or fee basis. Services may include software design and analysis, software modification and training for software use. Examples include financial software and patient records solutions.

- **541512 - Computer Systems Design**

  Planning computer systems that may integrate hardware, software, data, or communication technologies. Examples include local area network services, office automation systems, telemedicine infrastructure.

- **54151A - Other computer system-related**

  Computer related services (except custom programming and computer system design), such as technical software and licenses, and installation or maintenance of equipment.

  o IT support/consultant
  o Website development/maintenance

Healthcare-related Services

- **621600 - Home health providers**

  Skilled nursing services in the home, also including services such as the following: personal care; homemaker and companion; physical therapy; medical social services; medications; medical equipment and supplies; counseling; nutritional services. Providers include:

  o Home healthcare agencies
  o Visiting nurse associations
  o Home infusion therapy services
  o In-home hospice care services

- **622000 - Hospitals**

  Medical, diagnostic, and treatment services that include physician, nursing, and other health services to inpatients and the specialized accommodation services required by inpatients.

  o Registered Nurse
  o Medical Director
  o Medical Doctor
  o Pharmacy Resident

- **621500 - Laboratories**

  Services of medical laboratories primarily engaged in providing analytic or diagnostic services, including body fluid analysis, generally to the medical profession or to the patient on referral from a health practitioner.

  o Blood analysis laboratories
  o Medical pathology or bacteriological laboratories
  o Dental or medical X-ray laboratories
  o Diagnostic imaging centers

- **621200 - Offices of dentists**

Health-related services delivered by health practitioners having the degree of D.M.D. (Doctor of Dental Medicine), D.D.S. (Doctor of Dental Surgery), or D.D.Sc. (Doctor of Dental Science) primarily engaged in the independent practice of general or specialized dentistry or dental surgery.

- **621300 - Offices of other health practitioners**

Health-related services delivered by health practitioners other than physicians and dentists.

  - Behavioral Health Consultant
  - Nurse Practitioners

- **621100 - Offices of physicians**

Health-related services delivered by health practitioners having the degree of M.D. (Doctor of Medicine) or D.O. (Doctor of Osteopathic Medicine) primarily engaged in the independent practice of general or specialized medicine (except psychiatry or psychoanalysis) or surgery.

- **621900 - Other ambulatory healthcare services**

Health practitioners in this subsector that provide outpatient services, other than physicians, dentists, other health practitioners, outpatient facilities, laboratories, home health providers.

  - Health screening services (except by offices of health practitioners)
  - Community Health Coach/Coordinator
  - Smoking cessation programs
  - Community Health Coordinator
  - Pharmacist
  - Certified Diabetes Educator
  - Behavioral Health Consultant
  - Medical Outreach Programs
  - Licensed Social Worker

- **621400 - Outpatient facilities**

Medical staff primarily engaged in providing a range of outpatient services, such as family planning, diagnosis and treatment of mental health disorders and alcohol and other substance use disorders, and other general or specialized outpatient care.

  - Dialysis centers and clinics
  - Outpatient biofeedback centers and clinics
  - Freestanding ambulatory surgical centers and clinics
  - Outpatient community health centers and clinics
  - Freestanding emergency medical centers and clinics

- o Outpatient sleep disorder centers and clinics
- o Health maintenance organization (HMO) medical centers and clinics

- **624A00 - Social assistance**

  Social assistance providers deliver a variety of social assistance services directly to their clients. Services include:

  - o Community food or housing services
  - o Community action services agencies
  - o Crisis intervention centers
  - o Multi-purpose social services centers
  - o Family social services agencies
  - o Family welfare services
  - o Suicide crisis centers
  - o Hotline centers

Professional / Technical / Educational

- **541200 - Accounting**

  Services, such as auditing, designing accounting systems, preparing financial statements, developing budgets, processing payrolls, bookkeeping, and billing.

- **541800 - Advertising**

  Prepare advertising (copy, artwork, graphics, other creative work) and placement of advertising in various mediums; operate on a contract or fee basis.

- **611B00 - Educational Services**

  Any instruction or training provided by specialized establishments, such as schools, colleges, universities, and training centers. This includes providing non-instructional services that support educational processes or systems.

  - o Staff and Provider Training
  - o Nutritional and Physical Activity Programs
  - o Rural Health Resource Training

- **541100 - Lawyers**

  Legal advice and /or legal services, e.g., for contracting with consultants or healthcare service providers.

- **541610 - Management consulting**

Management, strategic and organizational planning; financial and budget planning; marketing objectives and policies; information systems planning; human resources policies and practices planning.

- o Evaluator
- o Data Management Consultant or Specialist
- o Strategic Planning Facilitator
- o Actuarial, benefit, and compensation consulting services
- o Marketing consulting services
- o Human resources consulting services

- **5419A0 - Other professional**

  Professional, scientific, and technical services other than legal services, accounting, computer systems design and related services, management consulting, and advertising.

  - o Development of Advertising/Marketing materials
  - o Technology-related training
  - o Medical Translation/Transcription

Retail

- **481000 - Air transportation**

  Conference or other travel by plane.

- **447000 - Gas**

  Retail purchase of automotive fuels (e.g., gasoline, diesel fuel) and oils for regional or local travel by automobile.

- **446000 - Health and personal care**

  Retail health and personal care merchandise from fixed point-of-sale locations. Service providers may include pharmacists, opticians, and other professionals engaged in retailing, advising customers, and/or fitting the product sold to the customer's needs.

  - o Pharmacies and Drug Stores
  - o Optical Goods Stores
  - o Convalescent supply stores
  - o Prosthetic stores
  - o Sick room supply stores
  - o Hearing aid stores

- **721000 - Long distance travel accommodations**

Lodging and meals at accommodation or food services establishments.

- o Hotel stays
- o Meals purchased at restaurant
- o Catering

- **4B0000 - Other retail, including computers**

  Purchase of retail merchandise, such as Office, Educational and General Supplies, Computers and computer-related equipment.

- **323110 - Printing**

  Printing or binding books and pamphlets without publishing. Printing of educational or other program materials.