

**CLASSIFICATION: Business and Noninstructional
Operations**

**ADOPTED: 9/13/95
REVISED:
REVIEWED: 3/9/16**

SUBJECT: Administrative Fees

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All restricted/categorical programs will be charged annually for their fair share of the administration costs of the San Diego County Office of Education. The County Board of Education establishes the state-approved indirect cost rate for operations of the County Superintendent of Schools as the percentage a restricted/categorical program will be charged as the administrative fee. If the funding source restricts the amount of indirect costs permissible to be charged to a restricted/categorical program, the lower amount will be assessed.

The annual administrative fee may be reduced or waived for a specific restricted/categorical program by action of the County Superintendent of Schools or his/her designee when it is determined to be in the best interest of the San Diego County Office of Education. Any exceptions shall be for a specific fiscal year and shall be so documented.