



DEPARTMENT OF ECONOMIC SECURITY
Your Partner For A Stronger Arizona

Intergovernmental Agreement
CONTRACT AMENDMENT

CONTRACT	
NO. <u>01-69-A-136291-0705</u>	
AMENDMENT NO. <u>15</u>	
This number must appear on all invoices, correspondence and documents pertaining to this contract.	

1. CONTRACTOR (Name and address) Pima County Community Services Department Kino Service Center 2797 East Ajo Way, 3rd Floor Tucson, AZ 85713	2. CONTRACT ID NUMBER E6306007
	3. AMENDMENT NUMBER Fifteen (15)

4. THE PARTIES AGREE TO THE FOLLOWING AMENDMENT
Pursuant to the Uniform Terms and Conditions, Amendments section, the purpose of this amendment is to:

Revisions:

- Replace Scope of Work Section 9.7.1c with the following:
"Beginning January 1, 2010, Case Management Monthly Report (All CAAs and designated LIHEAP Contractors). The contractor shall utilize the Report format specified by DES/CPIP. All Contract Payment Verification Reports shall be submitted on a Monthly basis with the Contractor's Monthly invoice. As appropriate, revised Case Management and Contract Payment Verification Reports shall be submitted with Supplemental invoice".
- Scope of Work Section 8.6.2 is added: Submittal dates for programmatic reports may be amended by written instructions provided by the DES Community Action Program Manager.
- Scope of Work Section 9.7.2 is added: Submittal dates for programmatic reports may be amended by written instructions provided by the DES Community Action Program Manager.

Funding:

- The reimbursement ceiling for the service Case Management is increased from \$1,246,622.00 to \$1,339,417.00, which includes \$ 159,582.00 (Carry Forward) funding and a decrease of \$66,787.00 TANF funding. The Carry Forward funding is not added to the cumulative reimbursement ceiling.
- The reimbursement ceiling for the service Community Services is increased from \$869,834.00 to \$1,109,404.00, which includes \$239,570.00 (Carry Forward) funding. The Carry Forward funding is not added to the cumulative reimbursement ceiling.
- The reimbursement ceiling for the service Case Management (City of Tucson) is decreased from \$1,000,000.00 (Amendment 11) to \$818,535.58 of this amount, \$683,103.00 is carry forward funding. The Carry Forward funding is not added to the cumulative reimbursement ceiling; Funds expended in the amount of \$135,432.58 in SFY 2009 and remains in the cumulative reimbursement ceiling. The cumulative reimbursement ceiling is decreased by \$181,464.42.

The cumulative reimbursement ceiling for the contract period July 1, 2005 through June 30, 2010 is \$13,535,429.58.

Therefore, the Itemized Service Budgets for the service Case Management (**Attachment A**) and the service Community Services (**Attachment B**) and the service Community Services (ARRA) (**Attachment C**) and the service of Employee Related Services (**Attachment D**) and the service Case Management (City of Tucson) (**Attachment E**), are added and attached.

5. EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AS HERETOFORE CHANGED AND/OR AMENDED REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT. THE AMENDMENT SHALL BECOME EFFECTIVE ON THE DATE OF LAST SIGNATURE UNLESS OTHERWISE SPECIFIED HEREIN. BY SIGNING THIS FORM ON BEHALF OF THE CONTRACTOR, THE SIGNATORY CERTIFIES HE/SHE HAS THE AUTHORITY TO BIND THE CONTRACTOR TO THIS CONTRACT.

6. ARIZONA DEPARTMENT OF ECONOMIC SECURITY SIGNATURE OF AUTHORIZED INDIVIDUAL <i>Elizabeth G. Csaki</i>	7. NAME OF CONTRACTOR Pima County Community Services Department SIGNATURE OF AUTHORIZED INDIVIDUAL <i>Richard Elias</i>
TYPED NAME Elizabeth G. Csaki, CPPB	TYPED NAME RICHARD ELIAS
TITLE Procurement Manager	TITLE CHAIR, BOARD OF SUPERVISORS
DATE 1/25/2010	DATE DEC 15 2009 ATTEST <i>Jay Goddard</i> CLERK OF THE BOARD

IN ACCORDANCE WITH ARS §17-962 THIS CONTRACT AMENDMENT HAS BEEN REVIEWED BY THE UNDERSIGNED WHO HAVE DETERMINED THAT THIS CONTRACT AMENDMENT IS IN APPROPRIATE FORM AND WITHIN THE POWERS AND AUTHORITY GRANTED TO EACH RESPECTIVE PUBLIC BODY.

ARIZONA ATTORNEY GENERAL'S OFFICE

BY: <i>Barbara M. Shum</i>	BY: <i>Loren G. Traut</i>
ASSISTANT ATTORNEY GENERAL	PUBLIC AGENCY LEGAL COUNSEL
DATE: 1/15/10	DATE: 11-25-09

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: SSBG CASE MANAGEMENT - CMT-A

NAME: Pima County Community Action Agency

Contract #01-69-A-136291-0705 Amd #15

Contract Period - 07/01/2009 thru 06/30/2010

1 PERSONNEL

No of Pos	FTE Level	Position Title	Total Salary for Contract Period	% Allocated Service *A + D = Total			TOTAL SERVICE COST	CSA COST	
				A	D	TOTAL			
1	1	Sr. Adm Service Mgr	76,580	5%	0%	5%	\$3,829	\$3,829	
1	1	Community Services Mgr	54,602	5%	5%	10%	\$5,460	\$5,460	
1	1	Program Coordinator	43,610	0%	0%	0%	\$0	\$0	
1	1	Accountant	36,806	27%	0%	27%	\$9,937	\$9,937	
1	1	Acctg Sup Spec	34,976	0%	0%	0%	0	0	
1	1	Accountant	46,758	36%	0%	36%	16,833	16,833	
1	1	Intake Specialist	35,673	5%	33%	38%	\$13,556	\$13,556	
1	1	Intake Specialist	33,190	0%	44%	44%	\$14,603	\$14,603	
1	1	Intake Specialist	26,713	0%	45%	45%	\$12,020	\$12,020	
1	1	Intake Specialist	27,551	0%	38%	38%	\$10,469	\$10,469	
1	1	Intake Specialist	32,998	0%	12%	12%	\$3,959	\$3,959	
1	1	Courier	20,800	4%	0%	4%	832	832	
1	1	Information Systems Tech	41,621	4%	0%	4%	1,665	1,665	
1	1	Intake Specialist	32,430	0%	50%	50%	\$16,215	\$16,215	
			544,308				TOTAL:	\$109,378	\$109,378

3.13 FTE

*A=%Administrative Functions

D=% Direct Service Functions

2 EMPLOYEE RELATED EXPENSES

Item	Basis		TOTAL COST	CSA COST
FICA	7.65%	x Total Personnel Costs	\$8,367	\$8,367
Unemployment Insurance	0.10%	x Total Personnel Costs	\$109	\$109
Workmen's Compensation	0.34%	x Total Personnel Costs	\$372	\$372
Retirement	9.40%	x Total Personnel Costs	\$10,282	\$10,282
Health Insurance	13.40%	x Total Personnel Costs	\$14,656	\$14,656
Dental Insurance	0.17%	x Total Personnel Costs	\$186	\$186
Life Insurance	0.06%	x Total Personnel Costs	\$66	\$66
TOTAL:			\$34,038	\$34,038

3 PROFESSIONAL AND OUTSIDE SERVICES

Item	Basis		TOTAL COST	CSA COST
<u>Subcontracts</u>				
Translation Professional Services	\$25/hr x 10 Hrs approx		\$250	\$250
Case Management GF 3315205	To be Contracted		\$30,000	\$0
Case Management contracted	Contracted direct service		\$235,337	\$235,337
TOTAL:			\$265,587	\$235,587

4 TRAVEL

Item	Basis		TOTAL COST	CSA COST
Motor Pool Allocation	\$170 /mo x 12 mos.		\$2,040	\$2,040
TOTAL:			\$2,040	\$2,040

5 SPACE

Item	Basis		TOTAL COST	CSA COST
Electric	\$190.00/mo x 12 mos.	53710	2280	
Water	\$5/mo x 12 mos.	53730	60	
Space Cost	\$680.00/mo x 12 mos.	53810	8160	
Bldg R & M	\$167/mo x 12 mos.	53960	2004	
TOTAL:			\$12,504	\$12,504

6 EQUIPMENT			
Item	Basis	TOTAL COST	CSA COST
Computer	0 @ \$1,800 (hard drive; monitor; keyboard)	\$0	\$0
TOTAL:		\$0	\$0
7 MATERIALS & SUPPLIES			
Item	Basis	TOTAL COST	CSA COST
Office Supplies	\$20/mo x 12 mos	\$240	\$240
Software	\$330 x 3 computers	\$990	\$990
Small Tools		\$0	\$0
Postage	\$0/mo x 12 mos	\$0	\$0
Printing/Duplicating	\$169/mo x once	\$169	\$169
TOTAL:		\$1,399	\$1,399
8 OPERATING SERVICES			
Item	Basis	TOTAL COST	CSA COST
Telephone	\$336.09/mo x 12 mos (Base rate for 5 phones + LD)	\$4,033	\$4,033
Staff Education	\$0/ea x 0 Prof Seminars	\$0	\$0
R & M Mach/Equipment	\$9/mo x 12 months	\$108	\$108
TOTAL:		\$4,141	\$4,141
9 TOTAL DIRECT COST		\$429,087	\$399,087
10 INDIRECT COSTS			
Item	Basis	TOTAL COST	CSA COST
Indirect Costs		\$0	\$0
TOTAL:		\$0	\$0
11 SUBTOTAL ADMIN COST:		\$429,087	\$399,087
12 VOUCHERS			
Item	Basis	TOTAL COST	CSA COST
TANF - 49	Average \$592.01 x 707 households	\$418,551	\$418,551
LIHEAP - 77	Average \$266.149 x 1947 households	\$518,192	\$518,192
LIHCON - 78	Average \$0 x 0 households	\$0	\$0
NHN - 70	Average \$199.28 x 18 households	\$3,587	\$3,587
LEVERAGING	Average \$0 x 0 households	\$0	\$0
EEIP	Average \$500 x 194 households	\$97,000	\$0
TOTAL:		\$1,037,330	\$940,330
13 TOTAL SERVICE COST:		\$1,466,417	\$1,339,417

REVENUE SOURCES			
Admin	LIHEAP ADMIN	\$17,448	\$17,448
Vouchers	LIHEAP 77	\$518,192	\$518,192
Admin	LIHEAP A16 ADMIN	\$24,661	\$24,661
Vouchers	NHN	\$3,587	\$3,587
Admin	SSBGLP Admin	\$11,615	\$11,615
Admin	SSBGSP Admin	\$0	\$0
Admin	Qwest	\$17,036	\$17,036
Services	TANF 49	\$328,327	\$328,327
Vouchers	TANF 49	\$418,551	\$418,551
Admin	LIHEAP Contingency	\$0	\$0
Vouchers	LIHCON 78	\$0	\$0
Vouchers	LEVERAGING	\$0	\$0
	EEIP GF	\$97,000	\$0
	CASE MGT GF	\$30,000	\$0
TOTAL REVENUE:		\$1,466,417	\$1,339,417

TOTAL SERVICE UNIT UNIT COST:	
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ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: CSBG COMMUNITY SERVICES - CSV-B

NAME: Pima County Community Action Agency

Contract #01-69-A-136291-0705 Amd #15

Contract Period - 07/01/2009 thru 06/30/2010

1 PERSONNEL

No of Pos	FTE Level	Position Title	Total Salary for Contract Period	% Allocated Service *A + D = Total			TOTAL COST	CSA COST	
				A	D	TOTAL			
1	1	Sr. Adm Service Mgr	76,580	5%	0%	5%	3,829	3,829	
1	1	Community Services Mgr	54,602	80%	5%	85%	46,412	46,412	
1	1	Program Coordinator	43,610	0%	0%	0%	0	0	
1	1	Accountant	36,806	20%	0%	20%	7,361	7,361	
1	1	Acctg Sup Spec	34,976	0%	0%	0%	0	0	
1	1	Accountant	46,758	10%	0%	10%	4,676	4,676	
1	1	Intake Specialist	35,673	0%	17%	17%	6,064	6,064	
1	1	Intake Specialist	33,190	0%	14%	14%	4,646	4,646	
1	1	Intake Specialist	26,713	0%	16%	16%	4,274	4,274	
1	1	Intake Specialist	27,551	0%	15%	15%	4,133	4,133	
1	1	Intake Specialist	32,998	0%	5%	5%	1,650	1,650	
1	1	Intake Specialist	22,880	0%	100%	100%	22,880	22,880	
1	1	Courier	20,800	2%	0%	2%	416	416	
1	1	Information Systems Tech	41,621	8%	0%	8%	3,330	3,330	
1	1	Sr. Adm Service Mgr	83,949	4%	0%	4%	3,357	3,357	
1	1	Intake Specialist	20,800	0%	50%	50%	10,400	10,400	
			639,507				TOTAL:	123,428	123,428

3.51 FTE

*A=%Administrative Functions

D=% Direct Service Functions

2 EMPLOYEE RELATED EXPENSES

Item	Basis	TOTAL COST	CSA COST
FICA	7.65% x Total Personnel Costs	9,442	9,442
Unemployment Insurance	0.10% x Total Personnel Costs	123	123
Workmen's Compensation	0.34% x Total Personnel Costs	420	420
Retirement	9.40% x Total Personnel Costs	11,602	11,602
Health Insurance	8.80% x Total Personnel Costs	10,861	10,861
Dental Insurance	0.17% x Total Personnel Costs	210	210
Life Insurance	0.06% x Total Personnel Costs	74	74
TOTAL:		32,732	32,732

3 PROFESSIONAL AND OUTSIDE SERVICES

Item	Basis	TOTAL COST	CSA COST
Subcontractor contracted		3,627	
Current Amount contracted		526,267	
FY 08-09 Carryover available (minus contracted shortage)		239,570	
		769,464	
TOTAL:		769,464	769,464

4 TRAVEL

Item	Basis	TOTAL COST	CSA COST
Motor Pool Allocation	\$184 /mo x 12 mos.	\$2,208	2,208
Per Diem	\$39/day x 20 days x 1 staff	780	780
Hotel	\$180/day x 4 days x 1 staff	720	720
In State Conferences	6 staff x 1 ACAA conferences @ \$578.00 ea	3,468	3,468
Out-of-State Travel	6 staff x 1 NCAF conferences @ \$1502 ea	9,012	9,012
TOTAL:		16,188	16,188

5 SPACE

Item	Basis	53710	1440	TOTAL COST	CSA COST
Space Cost	\$580/mo x 12 mos.	53710	96	6,960	6,960
		53960	1186	TOTAL:	6,960
					6,960

6 EQUIPMENT		TOTAL COST	CSA COST
Item	Basis		
N/A		0	0
TOTAL:		0	0
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7 MATERIALS & SUPPLIES		TOTAL COST	CSA COST
Item	Basis		
Office Supplies	\$400/mo x 12mos	4,800	4,800
Software	\$330 x 3 computers	990	990
Small Tools		0	0
Postage	\$287/mo x 12 mos	3,444	3,444
Printing/Duplicating	\$108/mo x 12 mos	1,296	1,296
TOTAL:		10,530	10,530
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8 OPERATING SERVICES		TOTAL COST	CSA COST
Item	Basis		
Books & Subscriptions	\$425/yr (Mgmt Training bulletin subscription; Staff Educ books)	425	425
Telephone	\$274.67/mo x 12 mos (Base rate for 4 phones + LD)	3,296	3,296
Legal Notices	(RFP notice in 1 Tucson newspaper)	200	200
Dues/Memberships	NACAA @ \$1350; ACAA @ \$480; NASW @ \$125; Costco @ \$55	2,010	2,010
Staff Education	\$386/CrHr x 3 CrHr & \$100 x 5(ASU,U of A, Pima Coll; seminars)	1,658	1,658
R & M Mach/Equipment	\$9/mo x 12 mos	108	108
TOTAL:		7,697	7,697
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9 TOTAL DIRECT COST		966,999	966,999
<hr/>			
10 INDIRECT COSTS		TOTAL COST	CSA COST
Item	Basis		
Indirect Costs		0	0
TOTAL:		0	0
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11 SUBTOTAL ADMIN COST:		966,999	966,999
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12 VOUCHERS		TOTAL COST	CSA COST
Item	Basis		
Direct Assistance	Assist approx. 271 Families with rental assistance @ \$525.48/ea. \$65,605 from Excess Carryover	142,405	142,405
TOTAL:		142,405	142,405
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13 TOTAL SERVICE COST/CSA TOTAL COST:		1,109,404	1,109,404
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TOTAL SERVICE UNIT UNIT COST:	18,976	REVENUE SOURCES	
		DES-CSA	727,429
		DES-CSA-Carryover	239,570
		VOUCHERS	142,405
		TOTAL REVENUE:	1,109,404

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: CSBG COMMUNITY SERVICES - CSV-ARRA

NAME: Pima County Community Action Agency

Contract #01-69-A-136291-0705 Amd #15

Contract Period - 07/01/2009 thru 06/30/2010

1

PERSONNEL

No of Pos	FTE Level	Position Title	Total Salary for Contract Period	% Allocated Service *A + D = Total			TOTAL COST	CSA COST
				A	D	TOTAL		
1	1	Sr. Adm Service Mgr	76,580	5%	0%	5%	3,829	3,829
1	1	Community Services Mgr	54,602	10%	5%	15%	8,190	8,190
1	1	Program Coordinator	43,610	0%	0%	0%	0	0
1	1	Accountant	36,806	25%	0%	25%	9,202	9,202
1	1	Acctg Sup Spec	34,976	0%	0%	0%	0	0
1	1	Accountant	46,758	34%	0%	34%	15,898	15,898
1	1	Intake Specialist	35,673	0%	17%	17%	6,064	6,064
1	1	Intake Specialist	33,190	0%	20%	20%	6,638	6,638
1	1	Intake Specialist	26,713	0%	17%	17%	4,541	4,541
1	1	Intake Specialist	27,551	0%	25%	25%	6,888	6,888
1	1	Intake Specialist	32,998	0%	21%	21%	6,930	6,930
1	1	Intake Specialist	22,880	0%	0%	0%	0	0
1	1	Courier	20,800	2%	0%	2%	416	416
1	1	Information Systems Tech	41,621	10%	0%	10%	4,162	4,162
1	1	Sr. Adm Service Mgr	83,949	5%	0%	5%	4,197	4,197
1	1	Intake Specialist	20,800	0%	50%	50%	10,400	10,400
1	1	Intake Specialist	20,800	0%	100%	100%	20,800	20,800
1	1	Intake Specialist	27,040	0%	100%	100%	27,040	27,040
1	1	Intake Specialist	35,360	0%	100%	100%	35,360	35,360
1	1	Intake Specialist	35,360	0%	20%	20%	7,072	7,072
1	1	Intake Specialist	35,360	0%	100%	100%	35,360	35,360
			793,427					
						TOTAL:	212,987	212,987
				6.66	FTE			

*A=%Administrative Functions

D=% Direct Service Functions

2

EMPLOYEE RELATED EXPENSES

Item	Basis		TOTAL COST	CSA COST
FICA	7.65%	x Total Personnel Costs	16,294	16,294
Unemployment Insurance	0.10%	x Total Personnel Costs	213	213
Workmen's Compensation	0.34%	x Total Personnel Costs	724	724
Retirement	9.40%	x Total Personnel Costs	20,021	20,021
Health Insurance	9.30%	x Total Personnel Costs	19,807	19,807
Dental Insurance	0.17%	x Total Personnel Costs	362	362
Life Insurance	0.06%	x Total Personnel Costs	128	128
			TOTAL:	57,549

3

PROFESSIONAL AND OUTSIDE SERVICES

Item	Basis		TOTAL COST	CSA COST
Subcontractor contracted		6,635		
Current Amount contracted		380,823		
FY 08-09 Carryover available (minus contracted shortage)		0		
		387,458		
			TOTAL:	387,458

4

TRAVEL

Item	Basis		TOTAL COST	CSA COST
Motor Pool Allocation	\$180 /mo x 12 mos.		\$2,160	2,160
Per Diem	\$39/day x 20 days x 1 staff		780	780
Hotel	\$180/day x 4 days x 1 staff		720	720
			TOTAL:	3,660

5

SPACE

Item	Basis	53710	2508	TOTAL COST	CSA COST
Space Cost	\$3034/mo x 12 mos.	53730	60	36,408	36,408
		53960	1836	TOTAL:	36,408

6 EQUIPMENT		TOTAL COST	CSA COST
Item	Basis		
48 port computer switch	1 @ \$5,782	5,783	5,783
Starplus Telephone System	1 @ \$2,815	2,815	2,815
TOTAL:		8,598	8,598
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7 MATERIALS & SUPPLIES		TOTAL COST	CSA COST
Item	Basis		
Office Supplies	\$400/mo x 12mos	4,800	4,800
Software	\$330 x 1 cmplr; \$1750 x 10 computers	17,830	17,830
Small Tools	1 @ \$336 for headphones; 3 file cabs @ \$200	936	936
Postage	\$100/mo x 12 mos	1,200	1,200
Printing/Duplicating	\$80/mo x 12 mos	960	960
TOTAL:		25,726	25,726
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8 OPERATING SERVICES		TOTAL COST	CSA COST
Item	Basis		
Books & Subscriptions	\$2508/yr (Educational training & testing materials)	2,508	2,508
Telephone	\$274.67/mo x 12 mos (Base rate for 4 phones + LD)	3,296	3,296
Legal Notices	(RFP notice in 1 Tucson newspaper)	200	200
Dues/Memberships		0	0
Staff Education		0	0
R & M Mach/Equipment	Monthly R & M; Re-wire building	10,113	10,113
TOTAL:		16,117	16,117
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9 TOTAL DIRECT COST		748,503	748,503
<hr/>			
10 INDIRECT COSTS		TOTAL COST	CSA COST
Item	Basis		
Indirect Costs		0	0
TOTAL:		0	0
<hr/>			
11 SUBTOTAL ADMIN COST:		748,503	748,503
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12 VOUCHERS		TOTAL COST	CSA COST
Item	Basis		
Direct Assistance	Assist approx. 815 Families with emergency assistance @ \$761.70/ea	620,786	620,786
TOTAL:		620,786	620,786
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13 TOTAL SERVICE COST/CSA TOTAL COST:		1,369,289	1,369,289
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TOTAL SERVICE UNIT UNIT COST:	18,976	REVENUE SOURCES	
		DES-CSA	748,503
		DES-CSA-Carryover	0
		VOUCHERS	620,786
		TOTAL REVENUE:	1,369,289

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: SSBG EMPLOYMENT & TRAINING - ERS
 Contract #01-69-A-136291-0705 Amd #15

NAME: Pima County Community Action Agency

Contract Period - 07/01/2009 thru 06/30/2010

1 PERSONNEL

	No of Pos	FTE Level	Position Title	Total Salary for Contract Period	% Allocated Service *A + D = Total			TOTAL COST	CSA COST
					A	D	TOTAL		
Efrain	1	1	Program Manager	51,279	0%		0%	\$0	\$0
Lupe Pena	1	1	Reemployment Case Mgmt Assist	36,490	0%	40%	40%	\$14,596	\$14,596
Vicki	1	1	Reemployment Dev Specialist	41,702	0%		0%	\$0	\$0
TOTAL:								\$14,596	\$14,596

0.400 FTE
 *A=%Administrative Functions D=% Direct Service Functions

2 EMPLOYEE RELATED EXPENSES

Item	Basis	TOTAL COST	CSA COST
FICA	7.65% x Total Personnel Costs	1,117	\$1,117
Unemployment Insurance	0.20% x Total Personnel Costs	29	\$29
Workmen's Compensation	0.310% x Total Personnel Costs	45	\$45
Retirement	9.40% x Total Personnel Costs	1,372	\$1,372
Health Insurance	14.01% x Total Personnel Costs	2,045	\$2,045
Dental Insurance	0.00% x Total Personnel Costs	0	\$0
Life Insurance	0.05% x Total Personnel Costs	7	\$7
TOTAL:		\$4,615	\$4,615

3 PROFESSIONAL AND OUTSIDE SERVICES

Item	Basis	TOTAL COST	CSA COST
Contracted teaching service	929.00*26 pay periods	\$24,154	\$24,154
TOTAL:		\$24,154	\$24,154

4 TRAVEL

Item	Basis	TOTAL COST	CSA COST
N/A		\$0	\$0
TOTAL:		\$0	\$0

5 SPACE

Item	Basis	TOTAL COST	CSA COST
N/A		\$0	\$0
TOTAL:		\$0	\$0

6 EQUIPMENT

Item	Basis	TOTAL COST	CSA COST
N/A		\$0	\$0
TOTAL:		\$0	\$0

7 <u>MATERIALS & SUPPLIES</u>			TOTAL	CSA
Item	Basis		COST	COST
Supplies-Classroom	\$42/mo x 12 mos.		\$504	\$504
Books & Subscriptions	1 Yr Newspaper subs @ \$100		\$100	\$100
Software	\$328 x 1 computer		328	328
TOTAL:			\$932	\$932
8 <u>OPERATING SERVICES</u>			TOTAL	CSA
Item	Basis		COST	COST
Telephone	212.00 /mo x 12 mos (6 phone base rates)		\$2,544	\$2,544
Computer Equip R & M	8.33 /mo x 12 mos		\$100	\$100
TOTAL:			\$2,644	\$2,644
9 TOTAL DIRECT COST			\$46,941	\$46,941
10 <u>INDIRECT COSTS</u>			TOTAL	CSA
Item	Basis		COST	COST
N/A				
TOTAL:			\$0	\$0
11 SUBTOTAL ADMIN COST:			\$46,941	\$46,941
12 <u>VOUCHERS</u>			TOTAL	CSA
Item	Basis		COST	COST
N/A				
TOTAL:			\$0	\$0
13 TOTAL SERVICE COST:			\$46,941	\$46,941
TOTAL SERVICE UNIT	284	<u>REVENUE SOURCES</u>		
UNIT COST:		SSBG	\$46,941	\$46,941
		TOTAL REVENUE:	\$46,941	\$46,941

ITEMIZED SERVICE BUDGET

CONTRACT SERVICE: SSBG CASE MANAGEMENT - CMT-E
Contract #01-69-A-136291-0705 Amd #15

NAME: Pinna County Community Action Agency

Contract Period - 07/01/2009 thru 06/30/2010

1 PERSONNEL

No of Pos	FTE Level	Position Title	Total Salary for Contract Period	% Allocated Service *A + D = Total			TOTAL SERVICE COST	CSA COST	
				A	D	TOTAL			
1	1	Sr. Adm Service Mgr	76,580	5%	0%	5%	\$3,829	\$3,829	
1	1	Community Services Mgr	54,602	5%	5%	10%	\$5,461	\$5,461	
1	1	Program Coordinator	43,610	0%	0%	0%	\$0	\$0	
1	1	Accountant	36,806	5%	0%	5%	\$1,840	\$1,840	
1	1	Acctg Sup Spec	34,976	0%	0%	0%	0	0	
1	1	Accountant	46,758	10%	0%	10%	4,676	4,676	
1	1	Intake Specialist	35,673	5%	20%	25%	\$8,918	\$8,918	
1	1	Intake Specialist	33,190	0%	20%	20%	\$6,638	\$6,638	
1	1	Intake Specialist	26,713	0%	20%	20%	\$5,343	\$5,343	
1	1	Intake Specialist	27,551	0%	20%	20%	\$5,510	\$5,510	
1	1	Intake Specialist	32,997	0%	10%	10%	\$3,300	\$3,300	
1	1	Courier	20,800	3%	0%	3%	624	624	
1	1	Intake Specialist	32,430	0%	0%	0%	\$0	\$0	
			<u>502,686</u>				TOTAL:	<u>\$46,139</u>	<u>\$46,139</u>

1.28 FTE

*A=%Administrative Functions

D=% Direct Service Functions

2 EMPLOYEE RELATED EXPENSES

Item	Basis		TOTAL COST	CSA COST
FICA	7.65%	x Total Personnel Costs	\$3,530	\$3,530
Unemployment Insurance	0.10%	x Total Personnel Costs	\$46	\$46
Workmen's Compensation	0.341%	x Total Personnel Costs	\$157	\$157
Retirement	9.40%	x Total Personnel Costs	\$4,338	\$4,338
Health Insurance	13.51%	x Total Personnel Costs	\$6,234	\$6,234
Dental Insurance	0.17%	x Total Personnel Costs	\$78	\$78
Life Insurance	0.06%	x Total Personnel Costs	\$28	\$28
TOTAL:			<u>\$14,411</u>	<u>\$14,411</u>

3 PROFESSIONAL AND OUTSIDE SERVICES

Item	Basis	TOTAL COST	CSA COST
Subcontractor contracted		\$2,000	\$2,000
TOTAL:		<u>\$2,000</u>	<u>\$2,000</u>

4 TRAVEL

Item	Basis	TOTAL COST	CSA COST
Motor Pool Allocation	\$205 /mo x 12 mos.	\$2,460	\$2,460
TOTAL:		<u>\$2,460</u>	<u>\$2,460</u>

5 SPACE

Item	Basis	TOTAL COST	CSA COST
Bldg R & M	\$150 /mo x 12 mos.	\$1,800	\$1,800
TOTAL:		<u>\$1,800</u>	<u>\$1,800</u>

6 EQUIPMENT

Item	Basis	TOTAL COST	CSA COST
Computer		\$0	\$0
TOTAL:		<u>\$0</u>	<u>\$0</u>

7 **MATERIALS & SUPPLIES**

Item	Basis	TOTAL COST	CSA COST
Office Supplies	\$22.5/mo x 12 mos	\$270	\$270
Printing/Duplicating	\$4410 x once	\$4,410	\$4,410
TOTAL:		\$4,680	\$4,680

8 **OPERATING SERVICES**

Item	Basis	TOTAL COST	CSA COST
R & M Mach/Equipment	\$9/mo x 12 months	\$108	\$108
TOTAL:		\$108	\$108

9	TOTAL DIRECT COST	\$71,598	\$71,598
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10 **INDIRECT COSTS**

Item	Basis	TOTAL COST	CSA COST
Indirect Costs		\$0	\$0
TOTAL:		\$0	\$0

11	SUBTOTAL ADMIN COST:	\$71,598	\$71,598
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12 **VOUCHERS**

Item	Basis	TOTAL COST	CSA COST
LIHEAP - 79	Average \$708.58 x 863 households	\$611,505	\$611,505
TOTAL:		\$611,505	\$611,505

13	TOTAL SERVICE COST:	\$683,103	\$683,103
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TOTAL SERVICE UNIT
UNIT COST:

REVENUE SOURCES

Admin	LIHEAP ADMIN	\$19,517	\$19,517
Vouchers	LIHEAP 79	\$611,505	\$611,505
Admin	LIHEAP A16 ADMIN	\$52,081	\$52,081
TOTAL REVENUE:		\$683,103	\$683,103