aget 4 - 2/28/2025

CQM		Dudget		, _0	24 - 2/20/20	/20		ç	5109,438.00
	9	Salary	Program FTE	Pro	ogram Cost	C	QM Costs	Pro	ogram Total
Personnel									
F. Kardous	\$	81,144	0.85	\$	68,972.40	\$	68,972.40	\$	68,972.40
A. De Los Reyes	\$	57,000	0.20	\$	11,400.00	\$	11,400.00	\$	11,400.00
Personnel Subtotal				\$	80,372.40	\$	80,372.40	\$	80,372.40
Fringe			Percent	Pro	ogram Cost	С	QM Costs	Pro	ogram Total
Fringe FICA			7.5%	\$	6,027.93	\$	6,027.93	\$	6,027.93
Staff Insurance (Healt	۰h۱		8.8%	\$	7,072.77				7,072.77
Disability (SUI)	,		3.3%	\$	2,652.29	-			2,652.29
Worker's Compensati	ion		2.0%	\$	1,607.45	\$		\$	1,607.45
Fringe Subtotal	1011		21.6%	\$	17,360.44	\$,		17,360.44
Total Personnel				\$	97,732.84	\$	97,732.84	\$	97,732.84
Supplies				Pro	ogram Cost	C	QM Costs	Pro	ogram Total
Equipment < \$5,000				\$	822.00	\$	822.00	\$	822.00
Office: Supplies / Furi	nitu	ure		\$	419.00	\$	419.00	\$	419.00
Printing/Advertising (Cos	ts*		\$	246.00	\$	246.00	\$	246.00
Postage				\$	57.16	\$	57.16	\$	57.16
Supplies Total				\$	1,544.16	\$	1,544.16	\$	1,544.16
Other				Pro	ogram Cost	C	QM Costs	Pro	ogram Total
Rent*				\$	7,546.00	\$	7,546.00	\$	7,546.00
Telephone/Communi	cat	ion		\$	1,000.00	\$	1,000.00	\$	1,000.00
Utlilties*	-			, \$	518.00	\$, 518.00	\$, 518.00
Licenses (Essential So	ftw	/are/Staf	f Licenses)		436.00	\$	436.00	\$	436.00
Repair & Maintenanc	e			\$	661.00	\$	661.00	\$	661.00
Other Total				\$	10,161.00	\$	10,161.00	\$	10,161.00
CQM						\$1	.09,438.00	\$	109,438.00
\$							109,438.00		L09,438.00
%							100%		100%

сом	\$ 80,372.40
1 F. Kardous - Quality Assurance Manager 0.85	\$ 68,972.40
QAM manger will ensure client meet eligibility requirements and any other standards deemed appropriate to delivery. QAM will also be in the implementation of the Clinical Quality Management activities such as convening client advisory group among others, conducting	1 1 0
2 A. De Los Reyes, Program Support 0.20	\$ 11,400.00
QA Associate, responsibility is to review client records and control documentation to ensure program compliance. Review deviation and to include client discrepancies and resolutions. As CQM team member, participate in team meetings, tracking metrics and reporting client client discrepancies and resolutions. As CQM team member, participate in team meetings, tracking metrics and reporting client client discrepancies and resolutions. As CQM team member, participate in team meetings, tracking metrics and reporting client client discrepancies and resolutions.	nity records
Fringe	\$ 17,360.44
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health Insurance 8.8% =	

Personnel Without Benefits

Su	pplies							\$ 1,544.16
	Office Supplies: Cost of office supplies necessar expenses and FTE allocation	y to the prog	ram such as classifi	cation folders,	copy paper, file	es, etc. Based or	n prior year	\$ 419.00
	Direct Program: cost with a allocation @	0.0400%	of annual cost:	\$36,900.00	=	\$1,476.00	funding avail =	
	Equipment Lease/Purchase/Maintenance: Co and postage meter. And if applicable							\$ 822.00
	Facility: shared cost with a allocation @	0.0400%	of annual cost:	\$78,400.00	=	\$3,136.00	funding avail =	
	Printing/Duplication: Cost of printing and duplic program materials, and other handouts to be gi			ne contract sucl	h as printing of	appointment c	ards for clients,	\$ 246.00
	Facility: shared cost with a allocation @	0.0400%	of annual cost:	\$8,975.00	=	\$359.00	funding avail =	
	Postage: Mail appointment reminder cards, refe	errals and/or	certification eligibil	lity.				\$ 57.16
	Direct Program: cost with a allocation @	0.0400%	of annual cost:	\$1,662.00	=	\$66.48	funding avail =	

Other							\$ 10,161.00
Rent* - Cost of facility rent for office dedicate year(s) expense) =	d for RW servio	ces, based on prior	year plus increas	sed rates for o	current year, (ba	ased on previous	\$ 7,546.00
Facility: shared cost with a allocation @	0.0400%	of annual cost:	\$418,500.00	=	\$16,740.00	funding avail =	
Telephone/Communication - Direct cost of te miss appointments and conducting crisis inter	•				-		\$ 1,000.00
Facility: shared cost with a allocation @	0.0400%	of annual cost:	\$74,800.00	=	\$2,992.00	funding avail =	
Utlilties expenses, lights, water and trash (bas	ed on previous	s year(s) expense) =	=				\$ 518.0
Facility: shared cost with a allocation @	0.0400%	of annual cost:	\$43,400.00	=	\$1,736.00	funding avail =	
Licenses (Essential Software/Staff Licenses) -	Computer Soft	ware licenses and	update graded N	licrosoft Offic	e		
							\$ 436.0
Direct Program: cost with a allocation @	0.0400%	of annual cost:	\$11,480.00	=	\$459.20	funding avail =	
Repair & Maintenance, AC/Heating, plumbing	g, carpet/fixture	es etc, (based on pi	revious year(s) e	kpense) =			\$ 661.0
		of annual cost:	\$45,600.00		\$1,824.00	funding avail =	

CQM Costs Total

\$109,438.00

\$

EIS		20.0		-	B - 5.31.24					ć	5181,641.00
	ļ	Salary	Program FTE	Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Total
Personnel											
Vacant - San Bernardino	\$	60,000	1.00	\$	60,000.00	\$	60,000.00	\$	-	\$	60,000.00
L. Gastelum - San Bern.	\$	60,000	0.25	\$	15,000.00	\$	15,000.00	\$	-	\$	15,000.00
C. Orozco - Riverside	\$	58,240	0.25	\$	14,560.00	\$	14,560.00	\$	-	\$	14,560.00
A. Cespedes	\$	71,201	0.04	\$	2,848.04	\$	-	\$	2,848.04	\$	2,848.04
C. Hicks	\$	63,648	0.02	\$	1,272.96	\$	-	\$	1,272.96	\$	1,272.96
S. Martinez	\$	62,537	0.02	\$	1,250.74	\$	-	\$	1,250.74	\$	1,250.74
Personnel Subtotal				\$	94,931.74	\$	89,560.00	\$	5,371.74	\$	94,931.74
Fringe			Percent	Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Total
FICA			7.5%	\$	7,119.88	\$	6,717.00	Ś	402.88	\$	7,119.88
Staff Insurance (Health)			8.8%	\$	8,353.99		7,881.28		472.71	•	8,353.99
Disability (SUI)			3.3%	\$	3,132.75		2,955.48		177.27		3,132.75
Worker's Compensation			2.0%	\$	1,898.63		1,791.20		107.43	•	1,898.63
Fringe Subtotal			21.6%	\$	20,505.25		19,344.96	•	1,160.29	\$	20,505.25
Total Personnel				\$	115,436.99	\$:	108,904.96	\$	6,532.03	\$	115,436.99
Consultant:											
CLIA Medical Director	\$	37,000	0.25	\$	9,250.00	\$	9,250.00	\$	-	\$	9,250.00
STI Testing	\$	27,000	0.25	\$	6,750.00	\$	6,750.00	\$	-	\$	6,750.00
Personnel Subtotal				\$	16,000.00	\$	16,000.00	\$	-	\$	16,000.00
Travel				Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Total
Local Travel (Mileage)				\$	236.22	Ś	107.00	Ś	129.22	Ś	236.22
Travel Total				\$	236.22		107.00		129.22		236.22
Supplies				Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Total
Equipment < \$5,000				\$	4,362.30	\$	3,488.30	Ś	874.00	\$	4,362.30
Office: Supplies / Furniture				\$	3,569.00		2,778.00		791.00	-	3,569.00
Program / Medical Supplies		20000	0.25	\$	6,651.00		6,651.00			\$	6,651.00
Printing/Advertising Costs*	-	-	-	\$	774.00		646.00	\$	128.00	•	774.00
Training				\$	696.00		491.00		205.00	•	696.00
Postage				\$	89.50	•	65.64		23.86		89.50
Supplies Total				\$	16,141.80		14,119.94		2,021.86		16,141.80

					_			
Contractual	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Tot
Kwan & Company CPA Inc	\$	1,988.00	\$	-		\$1,988.00	\$	1,988.0
Ellene Wong	\$	952.00	\$	-		\$952.00	\$	952.0
Insight HR	\$	2,403.00	\$	-		\$2,403.00	\$	2,403.0
Risk Management Consultant	\$	522.00	\$	-		\$522.00	\$	522.0
Contractual Total	\$	5,865.00	\$	-	\$	5,865.00	\$	5,865.0
Other	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Tot
Rent*	\$	17,670.00	\$	16,785.00	¢	885.00	\$	17,670.0
Telephone/Communication	\$	3,730.00		3,172.00	•	558.00	\$	3,730.0
Property Insurance*	\$	319.00	\$	-	\$	319.00	•	319.0
Utlilties*	\$	2,748.00	\$	2,118.00	•	630.00	\$	2,748.0
Licenses (Essential Software/Staff Licenses)	\$	521.00	\$	109.00	\$	412.00	\$	521.0
Repair & Maintenance	\$	2,389.00	\$	2,161.00	\$	228.00	\$	2,389.0
Membership Dues	\$	298.00	\$	-	\$	298.00	\$	298.0
Recruitment	\$	286.00			\$	286.00	\$	286.0
Other Total	\$	27,961.00	\$	24,345.00	\$	3,616.00	\$	27,961.0
Direct	\$ 1	181,641.00	\$:	163,476.90			\$ 1	L63,476.9
Admin					\$	18,164.10	\$	18,164.1
\$	\$:	181,641.00	\$:	163,476.90	\$	18,164.10	\$1	181,641.0
%		100%		90%		10%		100%

EIS - Narrative

Personnel	FTE = 1.50	\$	89,560.
1 TBH, Case Manager	1.00	\$	60,000.
Counseling individuals with resp	ct to HIV/AIDS; testing, referrals; ensuring indiv	duals who are out of care/unaware of their HIV positive status are identifi	fied of the
status, referred into care, and lin	ked to care. Collaborate with Medical Case Ma	nager, to ensure timely access to medical and supportive services. Salary is	is split
between other RW Service Categ	pries not related to this service category.		
L. Gastelum, Case Manager	0.25	\$	15,000
		\$ duals who are out of care/unaware of their HIV positive status are identifi	
Counseling individuals with resp	ct to HIV/AIDS; testing, referrals; ensuring indiv	\$ duals who are out of care/unaware of their HIV positive status are identifi nager, to ensure timely access to medical and supportive services. Salary i	fied of the
Counseling individuals with response status, referred into care, and lir	ct to HIV/AIDS; testing, referrals; ensuring indiv		fied of the
Counseling individuals with response status, referred into care, and lin	ct to HIV/AIDS; testing, referrals; ensuring indiv ked to care. Collaborate with Medical Case Ma		fied of the
Counseling individuals with resp status, referred into care, and lir between other RW Service Categ 3 C. Orozco, Case Manager	ct to HIV/AIDS; testing, referrals; ensuring indiv ced to care. Collaborate with Medical Case Ma ories not related to this service category. 0.25		fied of the is split 14,560
Counseling individuals with resp status, referred into care, and lir between other RW Service Cate 3 C. Orozco, Case Manager Counseling individuals with resp	ct to HIV/AIDS; testing, referrals; ensuring indiv ced to care. Collaborate with Medical Case Ma rries not related to this service category. 0.25 ct to HIV/AIDS; testing, referrals; ensuring indiv	nager, to ensure timely access to medical and supportive services. Salary i	fied of th is split 14,56(fied of th

Frin	ge	\$ 19,344.96
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health Insurance 8.8% =	\$ 19,344.96

Trave	1							\$ 107.00
L	ocal Travel for 1 personnel to engage clients a	at home or at oth	ner locations for	linkage to care pur	poses.			
		16.21	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$ 107.00

Con	nsultant							\$16,000.00
	CLIA Director - Dr. Richie	0.25						
	Clinical Director: responsible for the overall ope for assuring compliance with the applicable reg			g the competent per	formance of tes	t procedures, p	proficiently, and	
	Medical Director: cost with a allocation @	25%	of annual cost:	\$37,000.00	=	\$9,250.00	funding avail =	\$9,250.00
	STI Testing LLC:	0.25						
	Consultant: PS Test medical staff to administer	on-site STI te	esting twice a month:	25%EIS				
	Medical Director: cost with a allocation @	25%	of annual cost:	\$27,000.00	=	\$6,750.00	funding avail =	\$ 6,750.00

-	Supplies: (San Bernardino/Riverside)		(m					14,119.94
	Equipment Lease/Purchase/Maintenance: (Sa allowed per month) and postage meter. And if services (based on previous year(s) expense) =							
	Facility: shared cost with a allocation @	6.67%	of annual cost:	\$52,350.00	=	\$3,490.00	funding avail =	3,488.30
	Office Supplies: (San Bernardino/Riverside) Co files, pens, whiteboards, floor mats, small desk				vices such as	classification fol	ders, copy paper,	
	Facility: shared cost with a allocation @	6.67%	of annual cost:	\$41,860.00	=	\$2,790.67	funding avail =	2,778.00
	kits 21 cases 100 tests per case (approx. \$500/ year(s) expense) =	ea.). Lancets	43 bxs, 100 per box (approx. \$20 ea.) 11 c	ontrol boxes,	(\$25.00/ea.) , (based on previous	
	Direct Program: cost with a allocation @	100%	of annual cost:	\$6.651.00	=	\$6.651.00	funding avail =	6.651.00
	Printing/Duplication: (San Bernardino/Rivers appointment cards for clients, program materi							
	Facility: shared cost with a allocation @	6.67%	of annual cost:	\$9,690.00	=	\$646.00	funding avail =	646.00
	Training: (San Bernardino/Riverside) Integratu Individual Service Plans, and Client Follow-up. level reduction, (based on previous year(s) exp	5kill develop						
	Facility: shared cost with a allocation @	6.67%	of annual cost:	\$7,380.00	=	\$492.00	funding avail =	491.00
	Postage: Mail appointment reminder cards, re-	ferrals and/o	r certification eligibili	ty, (based on previou	is year(s) exp	ense) =		
	Direct Program: cost with a allocation @	100%	of annual cost:	\$65.64		\$65.64	funding avail =	

Other 24,345.00 \$ ent*: (San Bernardino/Riverside) Cost of facility rent for office dedicated for RW services, based on prior year plus increased rates for current Facility: shared cost with a allocation @ 6.67% of annual cost: \$251,800.00 = \$16,786.67 funding avail = \$ 16,785.00 Telephone/Communication: (San Bernardino/Riverside) - Direct cost of telephone and communication expenses. This includes conducting client follow ups when clients miss appointments and conducting crisis intervention when needed; internet and text messaging system used to remind clients of appointments/groups, and other announcements, (based on previous year(s) expense) = Facility: shared cost with a allocation @ 6.67% of annual cost: \$47,580.00 = \$3,172.00 funding avail = \$ 3,172.00 Utilities: (San Bernardino/Riverside) expenses, lights, water and trash/bio waste (based on previous year(s) expense) = acility: shared cost with a allocation @ 6.67% of annual cost: \$31,780.00 = \$2,118.67 funding avail = \$ 2,118.00 Licenses (Essential Software/Staff Licenses); (San Bernardino/Riverside) Computer Software licenses, Outreach Street Permits, State CLIA certification and registration for STI testing: 25%ElS, (based on previous year(s) expense = Direct Program: cost with a allocation @ 6.67% of annual cost: \$1,650.00 = \$110.00 funding avail = \$ 109.00 tepair & Maintenance; (San Bernardino/Riverside) AC/Heating, plumbing, carpet/fixtures, etc, (based on previous year(s) expense) = irect Program: cost with a allocation @ 6.67% of annual cost: \$32,480.00 = \$2,165.33 funding avail = \$ 2.161.00

Direct Costs Total

Administrative Costs Annual Salary Personnel FTE 0.08 5,371.74 \$ A. Cespedes, Office Manager / Bookeeper 0.04 \$71,201.00 \$ 2,848.04 Compute, classify, and record numerical data to keep financial records complete. Perform any combination of routine calculating, posting, and verifying duties to obtain primary financial data for use in maintaining accounting records. C. Hicks, Grants Manager 0.02 \$63,648,00 \$ 1,272.96 Plans and execute the grantmaking process by working with the program managers and the finance team to work within the annual budget, support program staff in researching funding opportunities, manage documents and deadlines, track grantee results, and much more.

\$ 163,476.90

	S. Martinez, Operations Manager Responsible for assisting in the development	and implement	ation of policies, pro	ocedures, and best pra	actices that enh	ance the deliv	ery of a high custo	\$ omer s	1,25 ervices.
Fring	5							\$	1,16
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + 8.8% =	Med-Cal 1.45%	i), Worker's Comp 2	.00%, State Unemploy	ment Insurance	e 3.3% and He	alth Insurance	\$	1,16
Trav	el							\$	12
	Travel for personnel to engage community pr								
	Local	19.5	i8 miles/mon.	\$0.55	cents per mil	12	month(s) =	Ş	12
Supp	blies							\$	2,02
	Equipment: Equipment Lease/Purchase/Mair month) and postage meter. And if applicable, year(s) expense) =								
	Admin Facility: shared cost with a allocation	1.333%	of annual cost:	\$65,566.40	=	\$874.22	funding avail =	s	87
	Office Supplies: Cost of office supplies necess desks, lights etc. , (based on previous year(s)		gram such as classifi	cation folders, copy pa	aper, files, tone	er, chairs, table	es, filing cabinets,	Ŧ	
	Admin Facility: shared cost with a allocation	1.333%	of annual cost:	\$59,339.84	=	\$791.20	funding avail =	s	79
	Printing/Duplication: Cost of printing and du materials, and other handouts to be given ou						nuels, training		
	Admin Facility: shared cost with a allocation	1.333%	of annual cost:	\$9,602.40	=	\$128.03	funding avail =		
	@ Postage: Mail proposals, invoices for reimbur				ed on previous		-	Ş	12
	Admin Facility: shared cost with a allocation	1.333%	of annual cost:	\$3,000.00	=	\$40.00	funding avail =		
	@ Training - Eclinical data base training, fire safe			<i>\$3,030.00</i>	-	Q.0.00	Jananig avail -	Ş	2
	Admin Facility: shared cost with a allocation	1.333%		\$20 500 00	_	\$202.22	funding avail -		
	@	1.333%	of annual cost:	\$29,500.00	=	\$393.33	funding avail =	\$	20
Cont	tractual								\$5,8
	Kwan & Company CPA Inc	Annual Indep	endent Auditor, prep	pares Finanical Statem	nents, 990s, (ba	sed on direct F	TE allocation) =		
	Facilities: shared cost with a allocation @	6.67%	of annual cost:	\$29,805.10	=	\$1,988.00	funding avail =		\$1,9
	Ellene Wong	Monthly acco	unting (reconciliatio	n) services, (based on	previous year(s) expense) =			
	Facilities: shared cost with a allocation @	6.67%	of annual cost:	\$14,272.86	=	\$952.00	funding avail =		\$9
	Insight HR	laws. Contrac retention, Em	t HR personnel to m	cies and procedures ir anage workforce plan , performance manag expense) =	ining, employee	e onboarding, I	HR record		
	Facilities: shared cost with a allocation @	6.67%	of annual cost:	\$36,026.99	_	\$2,403.00	funding avail =		62.4
	Risk Management Consultant			t body, assessing CAL-	– OSHA regulatio		-	-	\$2,4
			evious year(s) expens						
	Facilities: shared cost with a allocation @	6.67%			=	\$522.00	funding avail =		\$5
		0.07%	of annual cost:	\$7,826.09					
		0.07%	of annual cost:	\$7,826.09					
								\$	3,61
	Rent*			\$7,826.09 remont Admin), (base	d on previous y	ear(s) expense	2) =	\$	3,61
	Rent* Admin Facility: shared cost with a allocation @				d on previous y =	ear(s) expense \$885.22	e) = funding avail =	\$ \$	
		Office lease fa 1.333% This includes of intervention of	acility expenses (Clar of annual cost: conducting client fol when needed; intern	remont Admin), (base	= miss appointme s system used to	\$885.22 ents and condu p remind client	funding avail = acting crisis ts of	\$ \$	
	Admin Facility: shared cost with a allocation @	Office lease fa 1.333% This includes of intervention of	acility expenses (Clar of annual cost: conducting client fol when needed; intern	remont Admin), (base \$66,391.60 low ups when clients i iet and text messaging	= miss appointme s system used to	\$885.22 ents and condu p remind client	funding avail = acting crisis ts of	\$ \$	88
	Admin Facility: shared cost with a allocation @ Telephone/Communication	Office lease fa 1.333% This includes a intervention v appointments 1.333%	acility expenses (Clar of annual cost: conducting client fol when needed; intern s/groups, and other of annual cost:	remont Admin), (base \$66,391.60 low ups when clients et and text messaging announcements, (base	= miss appointme s system used to ed on previous =	\$885.22 ents and condu o remind client year(s) expens \$558.14	funding avail = icting crisis ts of :e) = funding avail =	\$ \$ \$	88
	Admin Facility: shared cost with a allocation Telephone/Communication Admin Facility: shared cost with a allocation P Utilities*	Office lease fa 1.333% This includes a intervention v appointments 1.333% Cost of air con	of annual cost: of annual cost: conducting client fol when needed; intern s/groups, and other of annual cost:	remont Admin), (base \$66,391.60 low ups when clients et and text messaging announcements, (base \$41,860.47	= miss appointme s system used to ed on previous =	\$885.22 ents and condu o remind client year(s) expens \$558.14	funding avail = icting crisis ts of :e) = funding avail =	\$ \$	88
	Admin Facility: shared cost with a allocation @ Telephone/Communication Admin Facility: shared cost with a allocation @	Office lease fa 1.333% This includes a intervention v appointments 1.333% Cost of air con	acility expenses (Clar of annual cost: conducting client fol when needed; intern s/groups, and other of annual cost: nditions repairs (filte	remont Admin), (base \$66,391.60 low ups when clients et and text messaging announcements, (base \$41,860.47	= miss appointme s system used to ed on previous =	\$885.22 ents and condu o remind client year(s) expens \$558.14	funding avail = icting crisis ts of :e) = funding avail =	\$ \$ \$	88
	Admin Facility: shared cost with a allocation Telephone/Communication Admin Facility: shared cost with a allocation P Utilities*	Office lease fa 1.333% This includes a intervention w appointments 1.333% Cost of air cor previous year 1.333% General Liabil	acility expenses (Clar of annual cost: conducting client foi s/groups, and other of annual cost: nditions repairs (filte nditions repairs (filte nditions repairs (filte spense) = of annual cost: lity, Auto Physical, A	remont Admin), (base \$66,391.60 low ups when clients te and text messaging announcements, (base \$41,860.47 ers, cleaning), light bul	= miss appointme g system used to ed on previous = lbs, minor const = r Sexual Condu	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work of \$630.16 ct, Social Servi	funding avail = tetting crisis ts of e)e = funding avail = orders, (based on funding avail = ce Professional,	\$ \$ \$	88
	Admin Facility: shared cost with a allocation @ Telephone/Communication Admin Facility: shared cost with a allocation @ Utilities* Admin Facility: shared cost with a allocation @ Property Insurance*	Office lease fa 1.333% This includes a intervention n appointments 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(s) expen	of annual cost: conducting client fol when needed; intern s/groups, and other of annual cost: (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr se) =	semont Admin), (base \$66,391.60 low ups when clients i et and text messaging announcements, (basi \$41,860.47 \$41,860.47 srs, cleaning), light bul \$47,261.82 uto Liability, Imprope operty, emp. Dishone	= miss appointme g system used to ed on previous = lbs, minor const = r Sexual Condu	\$885.22 ents and condu- or remind clientl year(s) expense \$558.14 truction work of \$630.16 ct, Social Servi suranc, (based	funding avail = ucting crisis is of ie) = funding avail = orders, (based on funding avail = ce Professional, on previous	\$ \$ \$	88 55 63
	Admin Facility: shared cost with a allocation @ Telephone/Communication Admin Facility: shared cost with a allocation @ Utilities* Admin Facility: shared cost with a allocation @ Property Insurance* Admin Facility: shared cost with a allocation @	Office lease for 1.333% This includes intervention v appointments 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(s) expen 1.333%	acility expenses (Clar of annual cost: conducting client foi when needed; intern of annual cost: ditions repairs (filte ditions repairs (filte (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr se) = of annual cost:	remont Admin), (base \$66,391.60 low ups when clients i et and text messaging announcements, (basi \$41,860.47 ers, cleaning), light bul \$47,261.82 uto Liability, imprope operty, emp. Dishone \$23,930.98	= miss appointme system used to ed on previous = lbs, minor const = r Sexual Condu sty accident ins =	\$885.22 ents and condu- o remind client o remind client o remind client s558.14 truction work of \$630.16 ct, Social Servi ruranc, (based \$319.08	funding avail = texting crisis ts of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail =	\$ \$ \$ \$	3,61 88 55 63 31
	Admin Facility: shared cost with a allocation @ Telephone/Communication Admin Facility: shared cost with a allocation @ Utilities* Admin Facility: shared cost with a allocation @ Property Insurance*	Office lease for 1.333% This includes of intervention v appointments 1.333% Cost of air cost 1.333% General Liabil directors and year(s) expen 1.333% HIPPA certific processing Directific	of annual cost: conducting client fol when needed; intern s/groups, and other : of annual cost: ditions repairs (filte (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr se) = of annual cost: ation for employee, ret FIE to complete	semont Admin), (base \$66,391.60 low ups when clients i et and text messaging announcements, (basi \$41,860.47 \$41,860.47 srs, cleaning), light bul \$47,261.82 uto Liability, Imprope operty, emp. Dishone	= miss appointme s system used ta d on previous = tbs, minor cons = r Sexual Condus sty accident ins = licenses, etc. Cc g training expe	\$885.22 ents and condu oremind client year(s) expense \$558.14 truction work + \$630.16 ct, Social Servir uranc, (based \$319.08 ert/Licenses ex- nse) = EHE an	funding avail = tetting crisis ts of e) = funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = penses for nual material	\$ \$ \$	88 55 63
	Admin Facility: shared cost with a allocation @ Telephone/Communication Admin Facility: shared cost with a allocation @ Utilities* Admin Facility: shared cost with a allocation @ Property Insurance* Admin Facility: shared cost with a allocation @	Office lease for 1.333% This includes of intervention v appointments 1.333% Cost of air cost 1.333% General Liabil directors and year(s) expen 1.333% HIPPA certific processing Directific	of annual cost: conducting client fol when needed; intern s/groups, and other : of annual cost: ditions repairs (filte (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr se) = of annual cost: ation for employee, ret FIE to complete	remont Admin), (base \$66,391.60 low ups when clients et and text messaging \$41,860.47 srs, cleaning), light bul \$47,261.82 uto Liability, Imprope operty, emp. Dishone \$23,930.98 city/county business	= miss appointme s system used ta d on previous = tbs, minor cons = r Sexual Condus sty accident ins = licenses, etc. Cc g training expe	\$885.22 ents and condu oremind client year(s) expense \$558.14 truction work + \$630.16 ct, Social Servir uranc, (based \$319.08 ert/Licenses ex- nse) = EHE an	funding avail = tetting crisis ts of e) = funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = penses for nual material	\$ \$ \$ \$	88 55 63 31
	Admin Facility: shared cost with a allocation Telephone/Communication Admin Facility: shared cost with a allocation P Utilities* Admin Facility: shared cost with a allocation Property Insurance* Admin Facility: shared cost with a allocation P Certifications / Licenses	Office lease for 1.333% This includes of intervention v appointments 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(s) expen 1.333% HIPPA certific processing Dil expenses with 1.333%	acility expenses (Clar of annual cost: conducting client fol when needed; intern of annual cost: nditions repairs (filt (s) expense) = of annual cost: itry, Auto Physical, A officers umbrelia pr se) = of annual cost: ation for employee, rect FTE to complete a liocation of 100% of annual cost:	remont Admin), (base \$66,391.60 low ups when clients: et and text messaging announcements, (basi \$41,860.47 ers, cleaning), light bul \$47,261.82 utb Liability, Imprope operty, emp. Dishone \$23,930.98 city/county business New Hire Onboardin of annual cost (based	= miss appointments system used te d on previous = tbs, minor cons = r Sexual Condu sty accident ins = licenses, etc. Cc g training expe	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work i \$630.16 ct, Social Servi juranc, (based \$319.08 ert/Licenses ex rnse) = EHE ani ara(s) expense) \$412.10	funding avail = tetting crisis ts of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = penses for nual material = funding avail =	\$ \$ \$ \$	88 55 63 31
	Admin Facility: shared cost with a allocation Delephone/Communication Admin Facility: shared cost with a allocation Dutilities* Admin Facility: shared cost with a allocation Property Insurance* Admin Facility: shared cost with a allocation Deletifications / Licenses Admin Facility: shared cost with a allocation Deletifications / Licenses Admin Facility: shared cost with a allocation Deletifications / Licenses	Office lease for 1.333% This includes: intervention v appointments: 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(s) expen 1.333% HIPPA certific processing Dir expenses with 1.333% Repair & Main	acility expenses (Clar of annual cost: conducting client fol when needed; intern of annual cost: nditions repairs (filt (s) expense) = of annual cost: ity, Auto Physical, A officers umbrelia pr se) = of annual cost: ation for employee, rect FTE to complete h allocation of 100% of annual cost: ntenance, AC/Heatin	remont Admin), (base \$66,391.60 low ups when clients: te and text messaging announcements, (base \$41,860.47 ers, cleaning), light bul \$47,261.82 uto Liability, Imprope operty, emp. Dishone \$23,930.98 city/county business New Hire Onboardin of annual cost (based \$30,907.73 ag. plumbing.etc, (based	= miss appointme says appointme sed to previous e for sexual Condu for sexual Conduction	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work of \$630.16 ct, Social Servi urranc, (based \$319.08 ert/Licenses ex, ense) = EHE ani aar(s) expense) \$412.10 year(s) expense)	funding avail = tucting crisis is of is of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = penses for nual material = funding avail = ve) =	\$ \$ \$ \$ \$	88 55 63 31
	Admin Facility: shared cost with a allocation Delephone/Communication Admin Facility: shared cost with a allocation Dutilities* Admin Facility: shared cost with a allocation Property Insurance* Admin Facility: shared cost with a allocation Delement Cost State Cost with a allocation Delement Cost State Cost with a allocation Property Insurance Admin Facility: shared cost with a allocation Property Insurance Admin Facility: shared cost with a allocation Delement Cost With a allocation	Office lease for 1.333% This includes of intervention v appointments: 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(s) expen 1.333% HIPPA certific processing Di expenses with 1.333% Repair & Main 1.333%	acility expenses (Clar of annual cost: conducting client fol when needed; intern of annual cost: nditions repairs (filt (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr sej = of annual cost: ation for employee, rect FFL to complete h allocation of 100% of annual cost: ntenance, AC/Heatin of annual cost:	remont Admin), (base \$66,391.60 low ups when clients et and text messaging \$41,860.47 ers, cleaning), light bul \$47,261.82 uto Liability, Imprope operty, emp. Dishone \$23,930.98 city/county business New Hire Onboardin of annual cost (based \$30,907.73 g, plumbing,etc, (based \$17,104.28	= miss appointments system used to de on previous = tbs, minor consi tbs, minor consi tsty accident ins tsty accident ins tsty accident ins tsty accident ins accident ins tsty accident ins ts	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work i \$630.16 ct, Social Servi juranc, (based \$319.08 ert/Licenses ex rnse) = EHE ani ara(s) expense) \$412.10	funding avail = tetting crisis ts of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = penses for nual material = funding avail =	\$ \$ \$ \$ \$	88 55 63 31
	Admin Facility: shared cost with a allocation Telephone/Communication Admin Facility: shared cost with a allocation Utilities* Admin Facility: shared cost with a allocation Property Insurance* Admin Facility: shared cost with a allocation Certifications / Licenses Admin Facility: shared cost with a allocation Property Insurance = 100000000000000000000000000000000000	Office lease for 1.333% This includes: intervention v appointments: 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(s) expen 1.333% HIPA certific processing Di expenses with 1.333% Repair & Mail 1.333%	acility expenses (Clar of annual cost: conducting client fol when needed; intern of annual cost: nditions repairs (filt (s) expense) = of annual cost: ity, Auto Physical, A officers umbrelia pr se) = of annual cost: ation for employee, rect FTE to complete h allocation of 100% of annual cost: ntenance, AC/Heatin of annual cost: st, coalition dues, so	remont Admin), (base \$66,391.60 low ups when clients: 441,860.47 ers, cleaning), light bul \$41,860.47 ers, cleaning), light bul \$47,261.82 uto Liability, imprope operty, emp. Dishone \$223,930.98 city/county business New Hire Onboardin of annual cost (based \$30,907.73 sg. plumbing.etc, (based \$30,907.73 sg. plumbing.etc, (based \$317,104.28 cital media subscriptio	= miss appointments system used to de on previous = tbs, minor consi tbs, minor consi tsty accident ins tsty accident ins tsty accident ins tsty accident ins accident ins tsty accident ins ts	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work + \$630.16 ct, Social Servi urranc, (based \$319.08 ert/Licenses ex ense) = EHE ann ar(s) expense) \$412.10 year(s) expense \$228.06	funding avail = tetting crisis ts of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = penses for nual material = funding avail = e) = funding avail =	\$ \$ \$ \$ \$ \$	888 555 63 31 41 41
	Admin Facility: shared cost with a allocation admin Facility: shared cost with a allocation admin Facility: shared cost with a allocation builtities* Admin Facility: shared cost with a allocation admin Facility: shared cost with a allocation	Office lease for 1.333% This includes of intervention v appointments' 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(5) expen 1.333% HIPA certific processing Di expenses with 1.333% Repair & Main 1.333% HIV Magazine 1.333%	acility expenses (Clar of annual cost: conducting client fol when needed; intern of annual cost: nditions repairs (filt (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr est annual cost: ation for employee, rect FFL to complete h allocation of 100% of annual cost: intenance, AC/Heatir of annual cost: is, coalition dues, so of annual cost:	remont Admin), (base \$66,391.60 low ups when clients: et and text messaging \$41,860.47 ers, cleaning), light bul \$47,261.82 uto Liability, Imprope operty, emp. Dishone \$23,930.98 city/county business New Hire Onboardin of annual cost (based \$30,907.73 \$30,907.73 \$30,907.73 \$30,907.73 \$30,907.73 \$30,917.428 \$17,104.28 \$17,104.28	= miss appointme system used te d on previous = tbs, minor cons = tr Sexual Condu sty accident ins = ticenses, etc. Cc g training expe to n previous ye e e d on previous n	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work i \$630.16 ct, Social Servi uranc, (based \$319.08 ert/Licenses ex- rsse) = EHE an arar(s) expense) \$412.10 year(s) expense \$228.06 \$298.07	funding avail = tuting crisis ts of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = funding avail = e) = funding avail = funding avail =	\$ \$ \$ \$ \$ \$ \$	88 55 63 31 41 41
	Admin Facility: shared cost with a allocation Celephone/Communication Admin Facility: shared cost with a allocation Utilities* Admin Facility: shared cost with a allocation Property Insurance* Admin Facility: shared cost with a allocation Certifications / Licenses Admin Facility: shared cost with a allocation Repair & Maintenance Admin Facility: shared cost with a allocation Admin Facility: shared cost with a allocation	Office lease for 1.333% This includes of intervention v appointments' 1.333% Cost of air cor previous year 1.333% General Liabil directors and year(5) expen 1.333% HIPA certific processing Di expenses with 1.333% Repair & Main 1.333% HIV Magazine 1.333%	acility expenses (Clar of annual cost: conducting client fol when needed; intern of annual cost: nditions repairs (filt (s) expense) = of annual cost: lity, Auto Physical, A officers umbrelia pr est annual cost: ation for employee, rect FFL to complete h allocation of 100% of annual cost: intenance, AC/Heatir of annual cost: is, coalition dues, so of annual cost:	remont Admin), (base \$66,391.60 low ups when clients: 441,860.47 ers, cleaning), light bul \$41,860.47 ers, cleaning), light bul \$47,261.82 uto Liability, imprope operty, emp. Dishone \$223,930.98 city/county business New Hire Onboardin of annual cost (based \$30,907.73 sg. plumbing.etc, (based \$30,907.73 sg. plumbing.etc, (based \$317,104.28 cital media subscriptio	= miss appointme system used te d on previous = tbs, minor cons = tr Sexual Condu sty accident ins = ticenses, etc. Cc g training expe to n previous ye e e d on previous n	\$885.22 ents and condu o remind client year(s) expens \$558.14 truction work i \$630.16 ct, Social Servi uranc, (based \$319.08 ert/Licenses ex- rsse) = EHE an arar(s) expense) \$412.10 year(s) expense \$228.06 \$298.07	funding avail = tuting crisis ts of funding avail = orders, (based on funding avail = ce Professional, on previous funding avail = funding avail = e) = funding avail = funding avail =	\$ \$ \$ \$ \$ \$ \$ \$	88 55 63 31 41

MAI	FB - 5.31.24 \$212,236.00										
	9	Salary	Program FTE	Pr	ogram Cost	D	irect Costs	Ad	min Costs	Pro	ogram Total
Personnel											
L. Gastelum - San Bern.	\$	60,000	0.75	\$	45,000.00	\$	45,000.00	\$	-	\$	45,000.00
C. Orozco - Riverside 1.0	\$	58,240	0.75	\$	43,680.00	\$	43,680.00	\$	-	\$	43,680.00
A. Cespedes	\$	71,201	0.05	\$	3,560.06	\$	-	\$	3,560.06	\$	3,560.06
C. Hicks	\$	63,648	0.01	\$	636.48	\$	-	\$	636.48	\$	636.48
S. Martinez	\$	62 <i>,</i> 537	0.04	\$	2,501.49	\$	-	\$	2,501.49	\$	2,501.49
Personnel Subtotal				\$	95,378.03	\$	88,680.00	\$	6,698.03	\$	95,378.03
Fringe			Percent	Pr	ogram Cost	D	irect Costs	Ad	min Costs	Pro	ogram Total
FICA			7.5%	\$	7,153.35	\$	6,651.00	\$	502.35	\$	7,153.35
Staff Insurance (Health)			8.8%	\$	8,393.27	\$	7,803.84	•	589.43	•	8,393.27
Disability (SUI)			3.3%	\$	3,147.47	\$	2,926.44		221.03	ې \$	3,147.47
Worker's Compensation			2.0%	\$	1,907.56	\$	1,773.60		133.96	•	1,907.56
Fringe Subtotal			2.0% 21.6%	\$	20,601.65		19,154.88	-	1,446.77	•	20,601.65
Fringe Subtotal			21.070	Ş	20,001.05	Ş	19,194.88	Ş	1,440.77	Ş	20,001.05
Total Personnel				\$	115,979.68	\$	107,834.88	\$	8,144.80	\$	115,979.68
Consultant:											
CLIA Medical Director	\$	37,000	0.75	\$	27,750.00	\$	27,750.00	\$	-	\$	27,750.00
STI Testing	\$	27,000	0.75	\$	20,250.00	\$	20,250.00	\$	-	\$	20,250.00
Personnel Subtotal				\$	48,000.00	\$	48,000.00	\$	-	\$	48,000.00
Travel				Pre	ogram Cost	D	irect Costs	Ad	min Costs	Pro	ogram Total
Local Travel (Mileage)				\$	483.85	\$	72.64	\$	411.21	Ś	483.85
Travel Total				\$	483.85	•	72.64	•	411.21	•	483.85
				Pr	ogram Cost	D	irect Costs	Ad	min Costs	Pro	ogram Total
Supplies					Ũ						-
Equipment < \$5,000				\$		\$	1,627.00		1,174.00	\$	2,801.00
Office: Supplies / Furnitu				\$	1,771.00		980.00	Ş	791.00		1,771.00
Program / Medical Suppli				\$	19,953.00		19,953.00	÷	400.00	ې د	19,953.00
Printing/Advertising Cost	S≁			\$	274.00		146.00		128.00		274.00
Training				\$	798.00	•	293.00		505.00		798.00
Postage				\$	79.47	-	26.88	-	52.59	-	79.47
Supplies Total				\$	25,676.47	\$	23,025.88	Ş	2,650.59	\$	25,676.47

Contractual	Pr	ogram Cost	D	irect Costs	A	dmin Costs	Pr	ogram Tota
Kwan & Company CPA Inc	\$	1,988.00	\$; -		\$1,988.00	\$	1,988.00
Ellene Wong	\$	952.00	\$			\$952.00	\$	952.00
Insight HR	\$	2,403.00	\$			\$2 <i>,</i> 403.00	\$	2,403.00
Risk Management Consultant	\$	522.00	\$			\$522.00	\$	522.00
Contractual Total	\$	5,865.00	\$	-	\$	5,865.00	\$	5,865.00
	Pr	ogram Cost	D	oirect Costs	A	dmin Costs	Pr	ogram Total
Other Dept*	<u>خ</u>	10.469.00	ć	0 211 00	ć	1 1 5 7 0 0	ć	10.469.00
Rent*	\$ \$	10,468.00	•	9,311.00 983.00		1,157.00	\$ \$	
Telephone/Communication	ې \$	1,673.00 383.00	ې \$		ې \$	690.00 383.00	ې \$,
Property Insurance* Utlilties*	ې \$	1,605.00	•	818.00	•	787.00	ې \$	
Licenses (Essential Software/Staff Licenses)	ې \$	599.00	•	106.00	ې S	493.00	ې \$,
Repair & Maintenance	\$	1,124.00		861.00		263.00	\$	
Membership Dues	\$	379.00	\$		ې \$	379.00		
OtherTotal	\$	16 ,231.00	\$		\$	4,152.00	'	
Direct	\$	212,236.00	\$	191,012.40			\$	191,012.40
Admin					\$	21,223.60	\$	21,223.60
\$	\$	212,236.00	\$	191,012.40	\$	21,223.60	\$	212,236.00
%		100%		90%		10%		100%

Personnel	FTE =	1.50					\$	88,680.0
1 L. Gastelum, Case Manager		0.75					\$	45,000.0
Counseling individuals with respect to I	HIV/AIDS; testing, referrals;	; ensuring indivi	duals who are ou	t of care/unaware	of their HIV po	ositive status are	identi	fied of their
status, referred into care, and linked to			nager, to ensure	timely access to me	edical and supp	portive services. S	Salary	is split
between other RW Service Categories	not related to this service c	ategory.						
2 C. Orozco, Case Manager		0.75					\$	43,680.0
Counseling individuals with respect to I	HIV/AIDS; testing, referrals;	; ensuring indivi	duals who are ou	t of care/unaware	of their HIV po	ositive status are	identi	fied of thei
status, referred into care, and linked to			nager, to ensure	timely access to me	edical and supp	portive services. S	Salary	is split
between other RW Service Categories	not related to this service c	ategory.						
Fringe								
ringe							\$	19,154.
Calculated at 21.6%: FICA 7.25% (SS 7.0	65% + Med-Cal 1.45%), Wo	orker's Comp 2.0	0%, State Unem	ployment Insurance	e 3.3% and Hea	alth Insurance	\$., .
	65% + Med-Cal 1.45%), Wo	orker's Comp 2.0	00%, State Unem	ployment Insurance	e 3.3% and Hea	alth Insurance	\$ \$	
Calculated at 21.6%: FICA 7.25% (SS 7.	65% + Med-Cal 1.45%), Wo	orker's Comp 2.0	00%, State Unem	ployment Insurance	e 3.3% and Hea	alth Insurance	\$ \$	
Calculated at 21.6%: FICA 7.25% (SS 7.	65% + Med-Cal 1.45%), Wo	orker's Comp 2.0	00%, State Unem	ployment Insurance	e 3.3% and Hea	alth Insurance	\$ \$	
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% =	65% + Med-Cal 1.45%), Wo	orker's Comp 2.0	00%, State Unem	ployment Insurance	e 3.3% and Hea	alth Insurance	•	19,154.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% = Travel				•	e 3.3% and Hea	alth Insurance	\$ \$ \$	19,154.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% =	clients at home or at other	r locations for lir	nkage to care pur	poses.			\$	19,154. 19,154. 72.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% = Travel	clients at home or at other			•	2 3.3% and Hea	alth Insurance month(s) =	•	19,154.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% = Travel Local Travel for 1 personnel to engage	clients at home or at other	r locations for lir	nkage to care pur	poses.			\$	19,154. 72. 72.
Calculated at 21.6%: FICA 7.25% (SS 7.4 8.8% = Travel	clients at home or at other	r locations for lir	nkage to care pur	poses.			\$	19,154. 72. 72.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% = Travel Local Travel for 1 personnel to engage	clients at home or at other	r locations for lir	nkage to care pur	poses.			\$	19,154. 72. 72.
Calculated at 21.6%: FICA 7.25% (SS 7. 8.8% = Travel Local Travel for 1 personnel to engage Consultant	clients at home or at other 11.01 n	r locations for liring miles/mon.	nkage to care pur \$0.55	poses. cents per mil	12	month(s) =	\$	19,154. 72. 72.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% = Travel Local Travel for 1 personnel to engage Consultant CLIA Director - Dr. Richie	clients at home or at other 11.01 n verall operation of the labor	n locations for lin miles/mon. 0.75 ratory, including	nkage to care pur \$0.55	poses. cents per mil	12	month(s) =	\$	19,154. 72.
Calculated at 21.6%: FICA 7.25% (SS 7.1 8.8% = Cocal Travel for 1 personnel to engage Consultant CUA Director - Dr. Richie Clinical Director: responsible for the ov for assuring compliance with the applic	clients at home or at other 11.01 n verall operation of the labor cable regulations: 75%MAI	n locations for lin miles/mon. 0.75 ratory, including	nkage to care pur \$0.55	poses. cents per mil	12 t procedures,	month(s) = proficiently, and	\$	19,154. 72. 72. \$48,000
Calculated at 21.6%: FICA 7.25% (SS 7.4 8.8% = Travel Local Travel for 1 personnel to engage Consultant CLIA Director - Dr. Richie Clinical Director : responsible for the ov	clients at home or at other 11.01 n verall operation of the labor cable regulations: 75%MAI	0.75 ratory, including	nkage to care pur \$0.55 g the competent	poses. cents per mil performance of tes	12	month(s) = proficiently, and	\$	19,154. 72. 72.

Supplies: (San Bernardino/Riverside)	D	(p; ;)) (;) (1.5			<u> </u>	
Equipment Lease/Purchase/Maintenance: (Sa allowed per month) and postage meter. And if a services (based on previous year(s) expense) =								
Facility: shared cost with a allocation @	6.67%	of annual cost:	\$52,350.00	=	\$3,490.00	funding avail =		1,627.00
Office Supplies: (San Bernardino/Riverside) Cos files, pens, whiteboards, floor mats, small desk				vices such as o	lassification fol	ders, copy paper,		
Facility: shared cost with a allocation @	6.67%	of annual cost:	\$41,860.00	=	\$2,790.67	funding avail =		980.00
Program/Medical Supplies: Cost of program of kits 21 cases 100 tests per case (approx. \$500/6 year(s) expense) =								
Direct Program: cost with a allocation @	100%	of annual cost:	\$19,953.00	=	\$19,953.00	funding avail =		19,953.00
Printing/Duplication: (San Bernardino/Riversi appointment cards for clients, program materia								
						-,		
Facility: shared cost with a allocation @	6.67%	of annual cost:	\$9,690.00	=	\$646.00	funding avail =		146.00
Facility: shared cost with a allocation @ Training: (San Bernardino/Riverside) Integrate Individual Service Plans, and Client Follow-up. S level reduction, (based on previous year(s) expr	d Case Mana kill developn	agement in the New N	Aillennium: Developn	= nent and Docu	mentation of C	funding avail = lient Contact,		146.00
Training: (San Bernardino/Riverside) Integrate Individual Service Plans, and Client Follow-up. S	d Case Mana kill developn	agement in the New N	Aillennium: Developn	= nent and Docu	mentation of C	funding avail = lient Contact,		146.00
Training: (San Bernardino/Riverside) Integrate Individual Service Plans, and Client Follow-up. S level reduction, (based on previous year(s) expe	d Case Mana kill developn ense) = 6.67%	agement in the New N nent in understanding of annual cost:	Aillennium: Developn g professional roles to \$7,380.00	= nent and Docu p include ethic =	imentation of C cal issues and bo \$492.00	funding avail = lient Contact, pundaries, acuity		

Medical Director: cost with a allocation @ 75% of annual cost: \$27,000.00 = \$20,250.00 funding avail =

Other			\$	12,079.00									
Rent*: (San Bernardino/Riverside) Cost of facility rent for office der year, (based on previous year(s) expense) =	licated for RW services, based on prior yea	ar plus increased rates for current											
 Facility: shared cost with a allocation @ 6.67% of an	nual cost: \$251,800.00 =	\$16,786.67 funding avail =	: \$	9,311.00									
Telephone/Communication: (San Bernardino/Riverside) - Direct cost of telephone and communication expenses. This includes conducting client follow ups when clients miss appointments and conducting crisis intervention when needed; internet and text messaging system used to remind clients of appointments/groups, and other announcements, (based on previous year(s) expense) =													
Facility: shared cost with a allocation @ 6.67% of an													
Utlilties: (San Bernardino/Riverside) expenses, lights, water and tra	sh/bio waste (based on previous year(s) e	xpense) =											
Facility: shared cost with a allocation @ 6.67% of an	nual cost: \$31,780.00 =	\$2,118.67 funding avail =	: \$	818.00									
Licenses (Essential Software/Staff Licenses); (San Bernardino/Rive certification and registration for STI testing: 25%EIS/75%MAI, (based		ch Street Permits, State CLIA											
Direct Program: cost with a allocation @ 6.67% of an	nual cost: \$1,650.00 =	\$110.00 funding avail =	: \$	106.00									
Repair & Maintenance; (San Bernardino/Riverside) AC/Heating, plu	mbing, carpet/fixtures, etc, (based on pre	vious year(s) expense) =											
Direct Program: cost with a allocation @ 6.67% of an	nual cost: \$32,480.00 =	\$2,165.33 funding avail =	= \$	861.00									

Direct Costs Total

\$ 191,012.40

\$20,250.00

Administrative	Costs						
Perso	onnel	FTE	Annual Salary	0.10	\$	6	698.03
	A. Cespedes, Office Manager / Bookeeper	0.05	\$71,201.00		\$; 3	,560.06
	Compute, classify, and record numerical data to obtain primary financial data for use in maintai			Perform any combination of routir	ne calculating, posting, and verifying	g duties	to
	C. Hicks, Grants Manager	0.01	\$63,648.00		\$;	636.48
	Plans and execute the grantmaking process by researching funding opportunities, manage doc				ithin the annual budget, support pro	ogram s	taff in
	S. Martinez, Operations Manager	0.04	\$62,537.00		\$	5 2	2,501.49

	Responsible for assisting in the development ar	nd implementat	ion of policies, p	rocedures, and best	practices that enh	ance the delive	ery of a high custo	mer s	ervices.
Fr	ing							\$	1,446.77
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + M 8.8% =	ed-Cal 1.45%),	Worker's Comp 2	2.00%, State Unemp	loyment Insurance	e 3.3% and Hea	alth Insurance	\$	1,446.77
Tr	ravel							\$	411.21
	Travel for personnel to engage community prop	gram collabora	tions for linkage	to care purposes.					
	Local	62.30	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	411.21
Su	upplies							\$	2,650.55
	Equipment: Equipment Lease/Purchase/Mainte month) and postage meter. And if applicable, co year(s) expense) =								
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$65,566.40	=	\$1,180.20	funding avail =	\$	1,174.0
	Office Supplies: Cost of office supplies necessar desks, lights etc. , (based on previous year(s) ex		am such as classif	ication folders, copy	/ paper, files, tone	r, chairs, table	s, filing cabinets,		
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$59,339.84	=	\$1,068.12	funding avail =	\$	791.0
	Printing/Duplication: Cost of printing and dupl materials, and other handouts to be given out t						nuels, training		
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$9,602.40	=	\$172.84	funding avail =	Ş	128.0
	Postage: Mail proposals, invoices for reimburse	ement, certifica	tions, state licens	se and insurances, (b	based on previous	year(s) expens	se) =		
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$3,000.00	=	\$54.00	funding avail =	\$	52.5
	Training - Eclinical data base training, fire safet	y, active shoote	er training						
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$29,500.00	=	\$531.00	funding avail =	¢	505.00

Contractual							\$5,865.00
Kwan & Company CPA Inc	Annual Indep	endent Auditor, prep	ares Finanical Staten	nents, 990s, (b	ased on direct F	TE allocation) =	
Facilities: shared cost with a allocation	6.67%	of annual cost:	\$29,805.10	=	\$1,988.00	funding avail =	\$1,988.0
Ellene Wong	Monthly acco	ounting (reconciliation	n) services, (based or	n previous yea	(s) expense) =		
Facilities: shared cost with a allocation	6.67%	of annual cost:	\$14,272.86	=	\$952.00	funding avail =	\$952.0
insight HR	laws. Contrac retention, En	uman Resources polic t HR personnel to man ployee engagement, on previous year(s) e	anage workforce plan performance manag	nning, employe	e onboarding, H	IR record	
Facilities: shared cost with a allocation	6.67%	of annual cost:	\$36,026.99	=	\$2,403.00	funding avail =	\$2,403.0
Risk Management Consultant		ment for FAP staffing evious year(s) expens		-OSHA regulati	ons, policies and	d procedures	
Facilities: shared cost with a allocation	6.67%	of annual cost:	\$7,826.09	=	\$522.00	funding avail =	\$522.00

	Rent*	Office lease fa	cility expenses (Clare	emont Admin), (base	d on previous	year(s) expense	e) =			
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$66,391.60	=	\$1,195.05	funding avail =	\$	1,157.0	
	Telephone/Communication	intervention v	vhen needed; interne	ow ups when clients et and text messaging nnouncements, (base	system used	to remind client	is of			
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$41,860.47	=	\$753.49	funding avail =	\$	690.0	
	Utlilties*	Cost of air cor previous year		rs, cleaning), light bul	bs, minor con	struction work	orders, (based on			
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$47,261.82	=	\$850.71	funding avail =	\$	787.0	
	Property Insurance* General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) =									
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$23,930.98	=	\$430.76	funding avail =	\$	383.0	
	Certifications / Licenses	processing Dir	ect FTE to complete	city/county business New Hire Onboardin of annual cost (based	g training exp	ense) = EHE ani	nual material			
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$30,907.73	=	\$556.34	funding avail =	\$	493.0	
	Repair & Maintenance	Repair & Mair	ntenance, AC/Heating	g, plumbing,etc, (base	ed on previou	s year(s) expens	e) =			
	Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$17,104.28	=	\$307.88	funding avail =	\$	263.0	
	Membership Dues	HIV Magazine	s, coalition dues, soc	ial media subscriptio	n					
	Admin Facility: shared cost with a allocation @	100.00%	of annual cost:	\$379.00	=	\$379.00	funding avail =	\$	379.0	
n Costs Total	I							s	21.223.6	

FOOD									
		FE	3 - 5.31.24					Ş	380,647.00
Salary	, Program , FTE	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Personnel									
A. Cespedes \$ 71,20	0.15	\$	10,680.15	\$	10,680.15	\$	-	\$	10,680.15
L. Stowers \$ 153,00	0.08	\$	12,240.00	\$	-	\$	12,240.00	\$	12,240.00
A. Cespedes \$ 71,20	01 0.15	\$	10,680.15	\$	-	\$	10,680.15	\$	10,680.15
S. Martinez \$ 62,5	37 0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
Personnel Subtotal		\$	35,476.41	\$	10,680.15	\$	24,796.26	\$	35,476.41
Fringe	Percent	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
FICA	7.5%	\$	2,660.73	\$	801.01	\$	1,859.72	\$	2,660.73
Staff Insurance (Health)	8.8%	\$	3,121.92	\$	939.85	•	2,182.07	-	3,121.92
Disability (SUI)	3.3%	\$	1,170.72	\$	352.44		818.28	\$	1,170.72
Worker's Compensation	2.0%	\$	709.53	\$	213.60	•	495.93	\$	709.53
Fringe Subtotal	21.6%	\$	7,662.90	\$	2,306.90	\$	5,356.00	\$	7,662.90
Thige Subtotal	21.0/0	Ŷ	7,002.30	Ŷ	2,300.30	Ŷ	3,330.00	Ŷ	7,002.50
Total Personnel		\$	43,139.31	\$	12,987.05	\$	30,152.26	\$	43,139.31
Travel		Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Local Travel (Mileage)		\$	700.00	\$	-	\$	700.00	\$	700.00
Travel Total		\$	700.00	\$	_	\$	700.00	\$	700.00
		Ŷ	700.00	Ŷ		Ŷ	700.00	Ŷ	700.00
Sumplies		Pre	ogram Cost						
Supplies			Sgrain Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Equipment < \$5,000		\$	1,680.00	Di \$	rect Costs	Ас \$	1,680.00		-
			-					\$	1,680.00 1,358.00
Equipment < \$5,000		\$	1,680.00	\$		\$	1,680.00	\$ \$	1,680.00
Equipment < \$5,000 Office Supplies		\$ \$	1,680.00 1,358.00	\$ \$	-	\$ \$	1,680.00 1,358.00 314.00	\$ \$ \$	1,680.00 1,358.00
Equipment < \$5,000 Office Supplies Printing/Advertising Costs*		\$ \$ \$	1,680.00 1,358.00 314.00	\$ \$ \$	-	\$ \$ \$	1,680.00 1,358.00 314.00	\$ \$ \$ \$	1,680.00 1,358.00 314.00
Equipment < \$5,000 Office Supplies Printing/Advertising Costs* Postage		\$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00	\$ \$ \$ \$	- - -	\$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00	\$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00
Equipment < \$5,000 Office Supplies Printing/Advertising Costs* Postage Supplies Total		\$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00	\$ \$ \$ \$	- - -	\$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00	\$ \$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00
Equipment < \$5,000 Office Supplies Printing/Advertising Costs* Postage Supplies Total		\$ \$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00	\$ \$ \$ \$	- - -	\$ \$ \$ \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00	\$ \$ \$ \$ Prc \$	1,680.00 1,358.00 314.00 100.00 3,452.00 ogram Total 318.00
Equipment < \$5,000 Office Supplies Printing/Advertising Costs* Postage Supplies Total Contractual Kwan & Company CPA Inc		\$ \$ \$ \$ \$ Pro	1,680.00 1,358.00 314.00 100.00 3,452.00 ogram Cost 318.00	\$ \$ \$ \$ Di	- - - - - - -	\$ \$ \$ \$ \$ A	1,680.00 1,358.00 314.00 100.00 3,452.00 Imin Costs 318.00	\$ \$ \$ \$ \$ Prcc \$ \$	1,680.00 1,358.00 314.00 100.00 3,452.00

Contractual Total	\$	923.00	\$; -	\$	923.00	\$	923.00
Other	Pr	ogram Cost	D	irect Costs	Ad	min Costs	Pr	ogram Total
Rent*	\$	1,055.73	\$; -	\$	1,055.73	\$	1,055.73
Telephone/Communication	\$	579.46	\$		\$	579.46	\$	579.46
Property Insurance*	\$	296.00	\$		\$	296.00	\$	296.00
Utlilties*	\$	235.00	\$		\$	235.00	\$	235.00
Licenses (Essential Software/Staff Licenses)	\$	163.00	\$. -	\$	163.00	\$	163.00
Repair & Maintenance	\$	323.25	\$. -	\$	323.25	\$	323.25
FOOD Vouchers	\$	329,595.25	\$	329,595.25			\$	329,595.25
Staff Recruitment	\$	185.00	\$. -	\$	185.00	\$	185.00
Other Total	\$	332,432.69	\$	329,595.25	\$	2,837.44	\$	332,432.69
Direct	\$	380,647.00	\$	342,582.30			\$	342,582.30
Admin					\$	38,064.70	\$	38,064.70
\$	\$	380,647.00	\$	342,582.30	\$	38,064.70	\$	380,647.00
%		100%		90%		10%		100%

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025 FOOD - Narrative

Direct Costs			
Personnel	FTE	\$	10,680.15
18 A. Cespedes, Office Manager / Bookeeper	0.15	\$	10,680.15
process client food cards for distribution to en on behalf of eligibility.	sure eligibility according to different funding sources, disburse payments and communicate wi	th Cas	e Managers

Fri	nge	\$ 2,306.90
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health Insurance 8.8% =	\$ 2,306.90

	Other										
FOOD	Food Vouchers	Food Vouchers Food Assistance: Staters Bros. food cards to unduplicated clients residing in Service Areas 1, 2, 4, 5, & 6 to supplement their financial ability to maintain continuous access to adequate caloric intake and balance nutrition sufficient to maintain optimal health in the face of compromised health, 100% of annual cost allocation =									
	Direct Program: cost with a allocation @ Undup. Clts; 343.33 Provision = \$80 # Months = 12 \$										

\$ 342,582.30

Direct Costs Total

Administrativ	e Costs					
Perso	onnel	FTE	Annual Salary	0.26	\$	24,796.26
	L. Stowers, Executive Director	0.08	\$153,000.00		\$	12,240.00
	management of all pre- and post- award grant a	ctivities incl surplus/defi	uding: budget and existing the stand exists of program budgets and the standard stand Standard standard sta	r all 54 full and part time staff. Responsible for administra penditure justifications of all proposed and awarded gran gets; cost allocation plans of functional expenses to assign	ts and th	neir renewals;
	A. Cespedes, Office Manager / Bookeeper	0.15	\$71,201.00		\$	10,680.15
	Compute, classify, and record numerical data to to obtain primary financial data for use in mainta	•		. Perform any combination of routine calculating, posting,	and ver	ifying duties
	S. Martinez, Operations Manager	0.03	\$62,537.00		\$	1,876.11
	Responsible for assisting in the development and services.	d implemen	tation of policies, pro	ocedures, and best practices that enhance the delivery of a	a high cu	istomer

FI	ring							\$	5,356.
	Calculated at 21.6%: FICA 7.25% (SS 7.65% Insurance 8.8% =	6 + Med-Cal 1.45%), Worker's Comp 2	.00%, State L	Inemployment In	surance 3.3% a	and Health	\$	5,356
Tra	ravel							\$	700.
	Travel for personnel to engage community	y program collaboı	rations for linkage	o care purpo	ses.				
	Local	106.06	6 miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	700.
Su	ppplies Equipment: Equipment Lease/Purchase/M month) and postage meter. And if applical previous year(s) expense) =				•		• •	\$ r	3,452
Su	Equipment: Equipment Lease/Purchase/M month) and postage meter. And if applical	ble, cost of purcha			•		• •		
Su	Equipment: Equipment Lease/Purchase/M month) and postage meter. And if applical previous year(s) expense) = Admin Facility: shared cost with a allocation	ble, cost of purcha on 3.40% cessary to the prog	of annual cost: gram such as classi	ops and/or pr \$65,566.40	inters for staff us	e on RW servio \$2,229.26	funding avail =		3,452 1,680
Su	Equipment: Equipment Lease/Purchase/N month) and postage meter. And if applical previous year(s) expense) = Admin Facility: shared cost with a allocatio @ Office Supplies: Cost of office supplies need	ble, cost of purcha on 3.40% cessary to the prog vious year(s) exper	of annual cost: gram such as classi	ops and/or pr \$65,566.40	inters for staff us	e on RW servio \$2,229.26	funding avail =	= \$	1,680
Su	Equipment: Equipment Lease/Purchase/N month) and postage meter. And if applical previous year(s) expense) = Admin Facility: shared cost with a allocatio @ Office Supplies: Cost of office supplies neo cabinets, desks, lights etc. , (based on prev Admin Facility: shared cost with a allocation	ble, cost of purcha an 3.40% cessary to the prog vious year(s) exper on 3.40% duplication service be given out to ver	of annual cost: gram such as classi ise) = of annual cost: es associated with	sps and/or pr \$65,566.40 ication folder \$59,339.84 the contract	inters for staff us = rs, copy paper, file = such as agency br	e on RW servio \$2,229.26 es, toner, chair \$2,017.55 ochurs, emplo	tes, (based on funding avail = (s, tables, filing funding avail = yee manuels,	= \$	

Admin Facility: shared cost with a allocation @	3.40%	of annual cost:	\$3,000.00	=	\$102.00	funding avail =	\$	100.00
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Kwan & Company CPA Inc	Annual Indep allocation) =	endent Auditor, pre	epares Finanical	Statements, S	990s, (based on o	direct FTE	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$29,805.10	=	\$327.86	funding avail =	\$ 318.00
Ellene Wong	Monthly acco	ounting (reconciliati	on) services, (ba	sed on previo	ous year(s) exper	nse) =	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$14,272.86	=	\$157.00	funding avail =	\$ 154.00
Insight HR	labor laws. Co record retent	uman Resources po ontract HR personn tion, Employee enga body, (based on pre	el to manage wo Igement, perfori	rkforce plani nance manag	ning, employee c	onboarding, HR	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$36,026.99	=	\$396.30	funding avail =	\$ 368.00
Risk Management Consultant	•	ment for FAP staffin based on previous y		-	regulations, polic	cies and	

							Ş	2,837.4
Rent*	Office lease fa	acility expenses (Cla	aremont Admin)	, (based on p	revious year(s) e	xpense) =		
Admin Facility: shared cost with a allocation @	3.40%	of annual cost:	\$66,391.60	=	\$2,257.31	funding avail =	\$	1,055.
Telephone/Communication	intervention v	conducting client fo when needed; inter s/groups, and other	net and text me	ssaging syste	m used to remin	d clients of		
Admin Facility: shared cost with a allocation @	3.40%	of annual cost:	\$41,860.47	=	\$1,423.26	funding avail =	\$	579.
Utlilties*		nditions repairs (fill evious year(s) expe		ght bulbs, mi	nor construction	work orders,		
Admin Facility: shared cost with a allocation @	3.40%	of annual cost:	\$47,261.82	=	\$1,606.90	funding avail =	\$	235.
Property Insurance*	Professional,	lity, Auto Physical, A directors and office evious year(s) expen	ers umbrelia proj		,			
Admin Facility: shared cost with a allocation @	3.40%	of annual cost:	\$23,930.98	=	\$813.65	funding avail =	\$	296.
Certifications / Licenses		ation for employee				-		
		rect FTE to completenses with allocation	te New Hire Onb	oarding train	ing expense) = E	HE annual		
Admin Facility: shared cost with a allocation @		rect FTE to complet	te New Hire Onb	oarding train	ing expense) = E	HE annual	\$	163
	material expe	rect FTE to completenses with allocation	te New Hire Onb n of 100% of anr \$30,907.73	ooarding train nual cost (bas =	sed on previous y \$1,050.86	HE annual rear(s) expense) = funding avail =	\$	163.
Admin Facility: shared cost with a allocation	material expe	rect FTE to completenses with allocatio	te New Hire Onb n of 100% of anr \$30,907.73	ooarding train nual cost (bas =	sed on previous y \$1,050.86	HE annual rear(s) expense) = funding avail =	\$	163 323
Admin Facility: shared cost with a allocation @ Repair & Maintenance Admin Facility: shared cost with a allocation	material expe 3.40% Repair & Main 3.40%	rect FTE to compleienses with allocatio of annual cost: ntenance, AC/Heat	te New Hire Onb n of 100% of ann \$30,907.73 ing, plumbing,etc \$17,104.28	ooarding train nual cost (bas = c, (based on) =	ing expense) = E sed on previous y \$1,050.86 previous year(s) \$581.55	HE annual rear(s) expense) = funding avail = expense) =	Ş	

Admin Costs Total

GRAND TOTAL

\$

\$

38,064.70

380,647.00

	buuget Pe			-, -	0,2025			e	5190,323.00
	Program	FD	5 - 5.31.24					۲	5190,525.00
Salary	-	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
\$ 71,201	0.18	\$	12,816.18	\$	10,680.15	\$	2,136.03	\$	12,816.18
\$ 153,000	0.05	\$	7,650.00	\$	-	\$	7,650.00	\$	7,650.00
\$ 62,537	0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
		\$	22,342.29	\$	10,680.15	\$	11,662.14	\$	22,342.29
	Percent	Pro	ogram Cost	Di	rect Costs	Δα	lmin Costs	Pro	ogram Total
	rereent		- Siam Cost			~`			gram rotar
	7.5%	\$	1,675.67	\$	801.01	\$	874.66	\$	1,675.67
h)	8.8%	\$	1,966.12	\$	939.85	\$	1,026.27	\$	1,966.12
	3.3%	\$	737.29	\$	352.44	\$	384.85	\$	737.29
on	2.0%	\$	446.84	\$	213.60	\$	233.24	\$	446.84
	21.6%	\$	4,825.92	\$	2,306.90	\$	2,519.02	\$	4,825.92
		\$	27,168.21	\$	12,987.05	\$	14,181.16	\$	27,168.21
		Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
			-						-
					-			•	100.00
		\$	100.00	\$	-	\$	100.00	\$	100.00
		Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
		<i>.</i>	4 075 50	<i>~</i>		<i>.</i>	4 075 50	<i>.</i>	4 075 50
					-				1,075.59
					-			•	819.00
OSTS*					-				227.85
									95.27
					-			•	
		ې \$	95.27 2,217.71		-	ې \$		•	
		\$		\$	- - rect Costs	\$	2,217.71	\$	
, Inc		\$ Pro	2,217.71	\$ Di	- rect Costs	\$ Ac	2,217.71	\$ Pro	2,217.71 ogram Total
A Inc		\$ Prc \$	2,217.71 ogram Cost	\$ Di \$	- rect Costs -	\$ Ac \$	2,217.71 Imin Costs 304.00	\$ Prc \$	2,217.71 Ogram Total 304.00
\ Inc		\$ Prc \$ \$	2,217.71 ogram Cost 304.00 147.00	\$ Di \$ \$	- rect Costs - -	\$ Ac \$ \$	2,217.71 Imin Costs	\$ Prc \$ \$	2,217.71 ogram Total 304.00 147.00
A Inc		\$ Prc \$	2,217.71 ogram Cost 304.00	\$ Di \$ \$	rect Costs	\$ Ac \$	2,217.71 dmin Costs 304.00 147.00	\$ Prc \$ \$ \$	2,217.71
	\$ 71,201 \$ 153,000 \$ 62,537 h)	Salary Program FTE \$ 71,201 0.18 \$ 153,000 0.05 \$ 62,537 0.03 Percent h) 8.8% 3.3% 2.0% 21.6% 21.6%	Salary Program FTE Program Program \$ 71,201 0.18 \$ \$ 153,000 0.05 \$ \$ 62,537 0.03 \$ h) 8.8% \$ 3.3% \$ 2.0% \$ 2.0% \$ \$ 2.0% \$ \$ 2.0% \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	FB - 5.31.24 Salary Program FTE Program Cost \$ 71,201 0.18 \$ 12,816.18 \$ 153,000 0.05 \$ 7,650.00 \$ 62,537 0.03 \$ 1,876.11 \$ 22,342.29 Percent Program Cost h) 8.8% \$ 1,966.12 3.3% \$ 737.29 on 2.0% \$ 446.84 21.6% \$ 4,825.92 \$ 27,168.21 \$ 100.00 \$ 100.00 \$ 1,075.59 \$ 1,075.59 \$ 819.00 \$ 227.85 \$ 227.85	Salary Program FTE Program Cost Di \$ 71,201 0.18 \$ 12,816.18 \$ \$ 153,000 0.05 \$ 7,650.00 \$ \$ 62,537 0.03 \$ 1,876.11 \$ \$ 62,537 0.03 \$ 1,876.11 \$ \$ 22,342.29 \$ \$ \$ Percent Program Cost Di \$ 3.3% \$ 1,675.67 \$ \$ 3.3% \$ 737.29 \$ \$ 2.0% \$ 446.84 \$ \$ 21.6% \$ 4,825.92 \$ \$ 100.00 \$ \$ \$ 100.00 \$ \$ \$ 1,075.59 \$ \$ \$ 1,075.59 \$ \$ \$ 1,075.59 \$ \$ \$ 20sts* \$ 227.85 \$	Salary Program FTE Program Cost Direct Costs \$ 71,201 0.18 \$ 12,816.18 \$ 10,680.15 \$ 153,000 0.05 \$ 7,650.00 \$ - \$ 62,537 0.03 \$ 1,876.11 \$ - \$ 62,537 0.03 \$ 1,876.11 \$ 10,680.15 \$ 62,537 0.03 \$ 1,876.11 \$ 10,680.15 \$ 1,876.11 \$ 10,680.15 \$ 1,0680.15 \$ 1,876.11 \$ 1,0680.15 \$ 1,0680.15 \$ 1,876.11 \$ 1,0680.15 \$ 1,0680.15 \$ 1,876.11 \$ 1,0680.15 \$ 10,0680.15 \$ 1,876.12 \$ 10,680.15 \$ 10,680.15 \$ 1,966.12 \$ 939.85 \$ 33.3% \$ 737.29 \$ 352.44 on 2.0% \$ 446.84 \$ 213.60 \$ 21.60% \$ 4,825.92 \$ 2,306.90 \$ 12,987.05 \$ 20,0% \$ 4,825.92 \$ 12,987.05 \$ 2,306.90 \$ 2,306.90 \$ 12,987.05 \$ 100.00 \$ 2,7,168.21 \$ 12,987.05 \$ - \$ 2,306.90 \$ 2,306.90 \$ 2,306.90 \$ 2,306.9	Salary Program FTE Program Cost Direct Costs Action \$ 71,201 0.18 \$ 12,816.18 \$ 10,680.15 \$ \$ 5,7650.00 \$ \$ - \$ \$ \$ 5,62,537 \$ 0.03 \$ 12,816.18 \$ 10,680.15 \$ \$ 5,62,537 \$ 0.03 \$ 12,816.18 \$ 10,680.15 \$ \$ 5,62,537 \$ 0.03 \$ 1,876.11 \$ \$ 22,342.29 \$ \$ 10,680.15 \$ \$ Percent Program Cost Direct Costs Action \$ \$ \$ 3.3% \$ \$ 1,966.12 \$ 939.85 \$ \$ 3.3% \$ \$ 737.29 \$ 801.01 \$ \$ \$ 939.85 \$ \$ \$ \$ 2,0% \$ 446.84 \$ 213.60 \$ \$ \$ 2,0% \$ 446.84 \$ 213.60 \$ \$ \$ 2,0% \$ 446.84 \$ 213.60 \$ \$ \$ 2,0% \$ 4,825.92 \$ 2,306.90 \$ \$ \$ 12,987.05 \$ \$ \$ Program Cost Direct Costs Action \$ \$ \$ 100.00 \$ \$ 5 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Salary Program FTE Program Cost Direct Costs Admin Costs \$ 71,201 0.18 \$ 12,816.18 \$ 10,680.15 \$ 2,136.03 \$ 153,000 0.05 \$ 7,650.00 \$ - \$ 7,650.00 \$ 62,537 0.03 \$ 1,876.11 \$ - \$ 1,876.11 \$ 22,342.29 \$ 10,680.15 \$ 1,876.11 \$ 1,876.11 \$ 22,342.29 \$ 10,680.15 \$ 1,876.11 \$ 22,342.29 \$ 10,680.15 \$ 1,876.11 \$ 22,342.29 \$ 10,680.15 \$ 1,876.11 \$ 22,342.29 \$ 10,680.15 \$ 11,662.14 Percent Program Cost Direct Costs Admin Costs \$ 3.3% \$ 1,675.67 \$ 801.01 \$ 874.66 \$ 8.8% \$ 1,966.12 \$ 939.85 \$ 1,026.27 \$ 3.3% \$ 737.29 \$ 2,306.90 \$ 2,519.02 \$ 2.0% \$ 446.84 \$ 213.60 \$ 2,519.02 \$ 100.00 \$ 12,987.05 \$ 14,181.16 Program Cost Direct Costs Admin Costs \$ 100.00	FB - 5.31.24 FB - 5.31.24 Admin Costs Program Program S Salary Program FTE Program Cost Direct Costs Admin Costs Program Program S \$ 71,201 0.18 \$ 12,816.18 \$ 10,680.15 \$ 2,136.03 \$ \$ 71,201 0.18 \$ 12,816.18 \$ 10,680.15 \$ 2,136.03 \$ \$ 62,537 0.03 \$ 1,876.11 \$ - \$ 7,650.00 \$ \$ 7,650.00 \$ \$ 62,537 0.03 \$ 1,876.11 \$ - \$ 1,876.11 \$ \$ \$ \$ 62,537 0.03 \$ 1,876.12 \$ 10,680.15 \$ 1,876.11 \$ \$ \$ \$ 62,537 0.03 \$ 1,675.67 \$ 801.01 \$ 874.66 \$ \$ 1,066.12 \$ 939.85 \$ 1,026.27 \$ \$ \$ \$ \$ \$ 000 2.0% \$ 446.84 \$ 213.60 \$ 233.24 \$ \$ \$ \$ \$ 100.00 \$ 12,987.05 \$ 14,181.16 \$ \$ <t< td=""></t<>

Other	Pr	rogram Cost	D	irect Costs	A	dmin Costs	Pr	ogram Total
Rent*	\$	910.00	\$	-	\$	910.00	\$	910.00
Telephone/Communication	\$	332.00	\$	-	\$	332.00	\$	332.00
Property Insurance*	\$	99.00	\$	-	\$	99.00	\$	99.00
Utlilties*	\$	51.00	\$	-	\$	51.00	\$	51.00
Licenses (Essential Software/Staff Licenses)	\$	81.00	\$	-	\$	81.00	\$	81.00
Repair & Maintenance	\$	84.00	\$	-	\$	84.00	\$	84.00
Transportation Assistance	\$	158,303.65	\$	158,303.65			\$	158,303.65
Staff Recruitment	\$	46.43	\$	-	\$	46.43	\$	46.43
Other Total	\$	159,907.08	\$	158,303.65	\$	1,603.43	\$	159,907.08
Direct	\$	190,323.00	\$	171,290.70			\$	171,290.70
Admin					\$	19,032.30	\$	19,032.30
\$	\$	190,323.00	\$	171,290.70	\$	19,032.30	\$	190,323.00
%		100%		90%		10%		100%

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025 TRANS - Narrative

Direct Costs				
Perso	nnel	FTE	\$	10,680.15
18 ^A	A. Cespedes, Office Manager / Bookeeper	0.15	\$	10,680.15
	process client food cards for distribution to ens on behalf of eligibility.	sure eligibility according to different funding sources, disburse payments and communicate w	ith Cas	e Managers

Fringe	\$	2,306.90
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Insurance 8.8% =	+ Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health	2,306.90

Other

Other							\$ 158,303.65
Gas Vouchers	passes, gas cards medical transpor Client disbursem	, LYFT and tax tation to enha ent may varies	ance clients' access	plicated clie to healthca of medical	I provision of bus ints used to provide e ire and/or supportive appointments not to	services.	
Direct Program: cost with a allocation @	Undup. Clts;	188.46	Provision =	\$70	# Months =	12	\$ 158,303.65

\$ 171,290.70

Direct Costs Total

Г

Administ	rative Costs					
	Personnel	FTE	Annual Salary	0.11	\$	11,662.14
	L. Stowers, Executive Director	0.05	\$153,000.00		\$	7,650.00
	Direct general operations and human resources management of all pre- and post- award grant a fund analysis, including forecasts of anticipated individual fund accounts as necessary; and over	ctivities inc surplus/de	luding: budget and ex ficits of program budg	penditure justifications of all pr	oposed and awarded grants and t	neir renewals;
	A. Cespedes, Office Manager / Bookeeper	0.03	\$71,201.00		\$	2,136.03
	Compute, classify, and record numerical data to to obtain primary financial data for use in maint			Perform any combination of ro	outine calculating, posting, and ver	ifying duties
	S. Martinez, Operations Manager	0.03	\$62,537.00		\$	1,876.11
	Responsible for assisting in the development an services.	d implemei	ntation of policies, pro	ocedures, and best practices tha	t enhance the delivery of a high c	ustomer

Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health	
Insurance 8.8% =	2,519.02

Trav	el							\$ 100.00
	Travel for personnel to engage community pr	ogram collabora	tions for linkage	to care purp	oses.			
	Local	15.15	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$ 100.00

Supplies	\$ 2,217.71
Equipment: Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per month) and postage meter. And if applicable, cost of purchasing desktops/laptops and/or printers for staff use on RW services, (based on previous year(s) expense) =	
Admin Facility: shared cost with a allocation @ 3.27% of annual cost: \$65,566.40 = \$2,144.02 funding avail =	\$ 1,075.59
Office Supplies: Cost of office supplies necessary to the program such as classification folders, copy paper, files, toner, chairs, tables, filing cabinets, desks, lights etc., (based on previous year(s) expense) =	
Admin Facility: shared cost with a allocation 3.27% of annual cost: \$59,339.84 = \$1,940.41 funding avail = @	\$ 819.00
Printing/Duplication: Cost of printing and duplication services associated with the contract such as agency brochurs, employee manuels, training materials, and other handouts to be given out to vendors, staff and volunteers, (based on previous year(s) expense) =	
Admin Facility: shared cost with a allocation @ 3.27% of annual cost: \$9,602.40 = \$314.00 funding avail =	\$ 227.85

Postage: Mail proposals, invoices for reimburse	ement, certif	ications, state licen	se and insurand	ces, (based on p	previous year(s)	expense) =	
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$3,000.00	=	\$98.10	funding avail =	\$ 95.27

Contractual							\$930.00
Kwan & Company CPA Inc	Annual Indepe allocation) =	endent Auditor, pre	pares Finanica	l Statements,	990s, (based on	direct FTE	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$29,805.10	=	\$327.86	funding avail =	\$ 304.00
Ellene Wong	Monthly acco	unting (reconciliati	on) services, (b	ased on previ	ous year(s) expe	nse) =	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$14,272.86	=	\$157.00	funding avail =	\$ 147.00
Insight HR	labor laws. Co record retenti	iman Resources po intract HR personni ion, Employee enga ody, (based on pre	el to manage w gement, perfo	orkforce plan rmance mana	ning, employee o	onboarding, HR	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$36,026.99	=	\$396.30	funding avail =	\$ 396.00
Risk Management Consultant	-	nent for FAP staffin based on previous y	• •	-	regulations, poli	cies and	
Facilities: shared cost with a allocation @	1.10%	of annual cost:	\$7,826.09	=	\$86.09	funding avail =	\$ 83.00

Rent*	Office lease f	acility expenses (Cl	aremont Admin)	, (based on p	revious year(s) e	xpense) =	
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$66,391.60	=	\$2,171.01	funding avail =	\$ 910.0
	intervention	conducting client fo when needed; inter s/groups, and other	net and text me	ssaging syste	m used to remin	d clients of	
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$41,860.47	=	\$1,368.84	funding avail =	\$ 332.0
Utlilties*		nditions repairs (file evious year(s) expe		ght bulbs, mi	nor construction	work orders,	
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$47,261.82	=	\$1,545.46	funding avail =	\$ 51.0
Property Insurance*	Professional,	lity, Auto Physical, a directors and office evious year(s) expen	ers umbrelia pro		,		
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$23,930.98	=	\$782.54	funding avail =	\$ 99.0
Certifications / Licenses	processing D	cation for employee irect FTE to comple enses with allocatio	te New Hire Onb	oarding trair	ning expense) = E	HE annual	
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$30,907.73	=	\$1,010.68	funding avail =	\$ 81.0
Repair & Maintenance	Repair & Mai	ntenance, AC/Heat	ing, plumbing,et	c, (based on	previous year(s)	expense) =	
Admin Facility: shared cost with a allocation @	3.27%	of annual cost:	\$17,104.28	=	\$559.31	funding avail =	\$ 84.0
Staff Recruitment	Post vacant p	ositions on social n	nedia sites to rec	cruit new em	ployees		
Admin Facility: shared cost with a allocation	3.27%	of annual cost:	\$5,900.00		\$192.93	funding avail =	

Admin Costs Total

GRAND TOTAL

19,032.30 190,323.00

\$

\$

Foothill AIDS Project Ryan White Part - A Line Item Budget

Budget Period 3/1/2024 - 2/28/2025

			Budget Pe		3 - 5.31.24					d	5126,933.00
Housing			Program	F	5-5.51.24					۲	120,555.00
	S	alary	FTE	Pro	ogram Cost	Di	irect Costs	Ac	dmin Costs	Pro	ogram Total
Personnel											
N. Camacho Mireles / L. Carpanter	\$	56,160	1.00	\$	56,160.00	\$	56,160.00	\$	-	\$	56,160.00
A. Cespedes	\$	71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
C. Hicks	\$	63,648	0.03	\$	1,909.44	\$	-	\$	1,909.44	\$	1,909.44
D. McClamy	\$	56,160	0.05	\$	2,808.00	\$	-	\$	2,808.00	\$	2,808.00
S. Martinez	\$	62,537	0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
Personnel Subtotal				\$	64,533.58	\$	56,160.00	\$	8,373.58	\$	64,533.58
Fringe			Percent	Pro	ogram Cost	Di	irect Costs	Ad	dmin Costs	Pro	ogram Total
FICA			7.5%	\$	4,840.02	\$	4,212.00	\$	628.02	\$	4,840.02
Staff Insurance (Healt	h)		8.8%	\$	5,678.96		4,942.08		736.88		5,678.96
Disability (SUI)	,		3.3%	\$	2,129.61		1,853.28		276.33		2,129.61
Worker's Compensati	ion		2.0%	\$	1,290.67	\$	1,123.20		167.47		1,290.67
Fringe Subtotal			21.6%	\$	13,939.26	\$	12,130.56		1,808.70		13,939.26
			21.0/0	Ŷ	13,535.20	Ŷ	12,130.30	Ŷ	1,000.70	Ŷ	13,333.20
Total Personnel				\$	78,472.84	\$	68,290.56	\$	10,182.28	\$	78,472.84
Travel				Pro	ogram Cost	Di	irect Costs	Ac	dmin Costs	Pro	ogram Total
Local Travel (Mileage	۰			\$	115.00	\$	75.00	\$	40.00	\$	115.00
Travel Total)			\$	115.00	•	75.00		40.00	•	115.00 115.00
navel lota				Ŷ	115.00	Ŷ	75.00	Ŷ	40.00	Ŷ	115.00
Supplies				Pro	ogram Cost	Di	irect Costs	Ac	dmin Costs	Pro	ogram Total
Equipment < \$5,000				\$	1,238.00	\$	1,150.00	\$	88.00	\$	1,238.00
Office: Supplies / Furr	nitu	re		\$	271.00	\$	515.00	\$	56.00	\$	571.00
Printing/Advertising (Cost	s*		\$	265.00	\$	258.00	\$	7.00	\$	265.00
Training				\$	645.00	\$	345.00	\$	-	\$	345.00
Postage				\$	44.90	\$	32.14	\$	12.76	\$	44.90
Supplies Total				\$	2,463.90	\$	2,300.14	\$	163.76	\$	2,463.90
Contractual				Pro	ogram Cost	Di	irect Costs	Ac	dmin Costs	Pro	ogram Total
Kwan & Company CP/	ΔIn	r		¢	325 00			¢	325 00	¢	325.00
	× 110	.									130.00
Ellene Wong				ć	725 00			ς.	/25 00	ς	/25 00
Ellene Wong Insight HR	tant			\$ ¢	725.00			\$ ¢	725.00		
Ellene Wong	tant			\$ \$ \$	725.00 175.00 1,355.00	\$		\$ \$ \$	725.00 175.00 1,355.00	\$	725.00 175.00 1,355.00
Contractual	A Inc	с		\$ \$	325.00 130.00	Di	irect Costs	\$ \$	325.00 130.00	\$ \$	325 130

Other	Pr	ogram Cost	D	irect Costs	A	dmin Costs	Pr	ogram Total
Rent*	\$	9,500.00	\$	9,173.00	\$	580.00	\$	9,753.00
Telephone/Communication	\$	1,378.00	\$	1,282.00	\$	96.00	\$	1,378.00
Property Insurance*	\$	107.00			\$	107.00	\$	107.00
Utlilties*	\$	1,566.00	\$	1,525.00	\$	41.00	\$	1,566.00
Licenses (Essential Software/Staff Licenses)	\$	344.00	\$	75.00	\$	16.00	\$	91.00
Repair & Maintenance	\$	1,156.00	\$	1,114.00	\$	42.00	\$	1,156.00
Emergency Housing Assistance	\$	30,405.00	\$	30,405.00			\$	30,405.00
Staff Recruitment	\$	70.26			\$	70.26	\$	70.26
Other Total	\$	44,526.26	\$	43,574.00	\$	952.26	\$	44,526.26
Direct	\$	126,933.00	\$	114,239.70			\$	114,239.70
Admin					\$	12,693.30	\$	12,693.30
\$	\$	126,933.00	\$	114,239.70	\$	12,693.30	\$	126,933.00
%		100%		90%		10%		100%

Housing - Narrative

Personnel			FTE						\$	56,160
ng 4 N. Cam	acho / L. Carpenter, Nav	rigator	1.00						\$	56,160
meet id utilities housing services grants r Assists owners	Il Responsible for conduc entified needs; monitori , and mortgage ; assistance, and perman ;, assists clients to obtain equirement. clients with applications throughout Riverside to needed.	ng client progr ent housing pl n public benefit and paperwor	ress. Assists o acement and ts, and work k for other g	clients with applica d other supportive training programs overnment assista	services to rer and employm nce programs.	sing related servi move barriers for ent. Ensures app Advocates for cl	ces, including stable housi lications are ients with ho	g emergency houng. Refers client complete and in tel/motel manage	s to m compl gers, a	hort-tern edical liance wit
Fringe									\$	12,130
	ed at 21.6%: FICA 7.25%	(SS 7.65% + N	1ed-Cal 1.459	%), Worker's Comp	2.00%, State U	Unemployment l	nsurance 3.3	% and Health	\$	12,130
Insuran	LE 0.070 -									
Travel									\$	7
	avel for 1 personnel to e	engage clients	at home or a 11.3		or linkage to c \$0.55	are purposes. cents per mil	12	month(s) =	\$ \$	
Local Tr Supplies: (Equipm	San Bernardino/Rive ent Lease/Purchase/Ma	erside) intenance: Cos	11.3 st of equipme	6 miles/mon. ent lease for copy	\$0.55 machines (incl	cents per mil	of copies all	owed per month	\$	7
Local Tr Supplies: (Equipm and pos	San Bernardino/Rive	erside) intenance: Cos cable, cost of p	11.3 st of equipme	6 miles/mon. ent lease for copy	\$0.55 machines (incl	cents per mil	of copies all	owed per month	\$	7! 7! 2,300
Local Tr Supplies: (! Equipm and pos (based Facility:	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) expension shared cost with a alloca	erside) intenance: Cos cable, cost of p nse) = ation @	11.3 st of equipme purchasing ph 4.90%	6 miles/mon. ent lease for copy hones/tablets/des of annual cost:	\$0.55 machines (incl ktops/laptops \$52,350.00	cents per mil lusive of number and/or printers f =	of copies allo or staff use c \$2,565.15	owed per month in RW services funding avail	\$ \$)	7! 2,300
Local Tr Supplies: () Equipm and pos (based Facility: Office S	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) expen	erside) intenance: Cos cable, cost of p nse) = ation @ upplies necessa	11.3 st of equipme purchasing pl 4.90% ary to delieve	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: er programs servic	\$0.55 machines (incl ktops/laptops \$52,350.00 es such as clas	cents per mil lusive of number and/or printers f =	of copies allo or staff use c \$2,565.15	owed per month in RW services funding avail	\$ \$)	7! 2,300
Supplies: (: Equipm and pos (based Facility: Office S whitebo Direct P	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) exper shared cost with a alloc upplies: Cost of office su pards, floor mats, small d rrogram: cost with a alloc	erside) intenance: Cos cable, cost of p nse) = ation @ upplies necessa lesk item etc., cation @	11.3 st of equipm purchasing ph 4.90% ary to delieve (based on pr 4.90%	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: evious year(s) exp of annual cost:	\$0.55 machines (incl ktops/laptops \$52,350.00 es such as clas ense) = \$41,860.00	cents per mil lusive of number and/or printers f = sification folders =	of copies allo or staff use o \$2,565.15 , copy paper, \$2,051.14	owed per month in RW services funding avail files, pens, funding avail	\$ \$)	2,300 1,15
Local Tr Supplies: () Equipm and pos (based Facility: Office S whitebo Direct F Printing	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) expei shared cost with a allocc upplies: Cost of office su aprds, floor mats, small d	erside) intenance: Cos cable, cost of p nse) = ation @ upplies necessa lesk item etc., cation @ inting and dupi	11.3 st of equipm purchasing ph 4.90% (based on pr 4.90% lication servi	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: evious year(s) exp of annual cost: icces associated with	\$0.55 machines (incl ktops/laptops \$52,350.00 es such as clas ense) = \$41,860.00 h the contract	cents per mil lusive of number and/or printers f = sification folders = such as printing	of copies allo or staff use of \$2,565.15 , copy paper, \$2,051.14 of appointme	owed per month in RW services funding avail files, pens, funding avail	\$ \$)	7 2,300 1,15
Local Tr Equipm and pos (based Facility: Office S Whitebo Direct F Printing clients,	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) expet shared cost with a alloc: upplies: Cost of office su bards, floor mats, small d trogram: cost with a alloc/ Duplication: Cost of pri Duplication: Cost of pri	erside) intenance: Cos cable, cost of p nse) = ation @ upplies necessa lesk item etc., cation @ inting and dupi other handout	11.3 st of equipm purchasing ph 4.90% (based on pr 4.90% lication servi	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: evious year(s) exp of annual cost: icces associated with	\$0.55 machines (incl ktops/laptops \$52,350.00 es such as clas ense) = \$41,860.00 h the contract	cents per mil lusive of number and/or printers f = sification folders = such as printing	of copies allo or staff use of \$2,565.15 , copy paper, \$2,051.14 of appointme	owed per month in RW services funding avail files, pens, funding avail	\$ \$)	2,300 1,150 51
Local Tr Supplies: (): Equipm and pos (based Facility: Office S whiteb Direct F Printing clients, Facility: Training Plans, a	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic shared cost with a alloci upplies: Cost of office su bards, floor mats, small d rogram: cost with a alloci //Duplication: Cost of pri program materials, and c	rside) intenance: Coco cable, cost of p social cost of p upplies necessa desk item etc., cation @ inting and dup inting and dup ther handout ation @ gement in the d development	11.3 st of equipmourchasing pl 4.90% arry to delieve (based on pr 4.90% lication servi s to be given 4.90% New Millenn New Millenn New Millenn New Millenn	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: evious year(s) exp of annual cost: icce associated wit o ut to clients, (ba of annual cost: ium: Developmen	\$0.55 machines (incl ktops/laptops \$52,350.00 es such as clas ense) = \$41,860.00 h the contract sed on previou \$9,690.00 t and Documei	cents per mil lusive of number and/or printers f sification folders = such as printing us year(s) expens = ntation of Client	of copies all or staff use c \$2,565.15 , copy paper, \$2,051.14 of appointme e) = \$474.81 Contact, Indi	wed per month in RW services funding avail files, pens, funding avail ent cards for funding avail vidual Service	\$ \$)	7
Local Tr Supplies: (): Equipm and pos (based Facility: Office S whitebo Direct P Printing clients, Facility: Traininn Plans, a reduction	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) expe shared cost with a alloc; upplies: Cost of office su ards, floor mats, small d trogram: cost with a alloc; //puplication: Cost of pri program materials, and c) shared cost with a alloc; s: Integrated Case Manag d Client Follow-up. Skill	rside) intenance: Co: cable, cost of p nse) = ation @ upplies necessary upplies nece	11.3 st of equipmourchasing pl 4.90% arry to delieve (based on pr 4.90% lication servi s to be given 4.90% New Millenn New Millenn New Millenn New Millenn	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: evious year(s) exp of annual cost: icce associated wit o ut to clients, (ba of annual cost: ium: Developmen	\$0.55 machines (incl ktops/laptops \$52,350.00 es such as clas ense) = \$41,860.00 h the contract sed on previou \$9,690.00 t and Documei	cents per mil lusive of number and/or printers f sification folders = such as printing us year(s) expens = ntation of Client	of copies all or staff use c \$2,565.15 , copy paper, \$2,051.14 of appointme e) = \$474.81 Contact, Indi	wed per month in RW services funding avail files, pens, funding avail ent cards for funding avail vidual Service	\$;)	2,300 1,150 51 25
Supplies: (Supplies: (Equipm and pos (based Facility: Office 3 whiteb Direct P Printing clients, Facility: Training Plans, a reductive Facility:	San Bernardino/Rive ent Lease/Purchase/Ma tage meter. And if applic on previous year(s) exper- shared cost with a alloc; upplies: Cost of office su ards, floor mats, small d trogram: cost with a alloc; //puplication: Cost of pri program materials, and cost shared cost with a alloc; :: Integrated Case Manag in Client Follow-up. Skill on (client Follow-up. Skill on, (based on previous ye	rside) intenance: Coc cable, cost of p nse) = ation @ pipplies necessa lesk item etc., cation @ cation @ gement in the I development ata(s) expense ation @	11.3 st of equipm ourchasing pl 4.90% ary to delieve (based on pr 4.90% lication servi s to be given 4.90% New Millenn in understar) =	6 miles/mon. ent lease for copy hones/tablets/des of annual cost: er programs servic revious year(s) exp of annual cost: cost associated wit out to clients, (ba of annual cost: hium: Developmen nding professional of annual cost:	\$0.55 machines (incl ttops/laptops \$52,350.00 es such as clas ense) = \$41,860.00 h the contract sed on previor \$9,690.00 t and Documen roles to includ \$7,380.00	cents per mil usive of number and/or printers f = sification folders = us vear(s) expense = tratation of Client (e ethical issues a =	of copies allo or staff use c \$2,565.15 , copy paper, \$2,051.14 of appointme e) = \$474.81 Contact, Indi and boundari \$361.62	bowed per month in RW services funding avail files, pens, funding avail ent cards for funding avail vidual Service es, acuity level funding avail	\$;)	2,300 1,150 51

Rent* - Cost of facility rent for office dedica previous year(s) expense) =	ted for RW ser	vices, based on pri	or year plus incr	eased rates fo	r current year,	(based on	
Facility: shared cost with a allocation @	4.90%	of annual cost:	\$251,800.00	=	\$12,338.20	funding avail =	\$ 9,173.00
Telephone/Communication - Direct cost of clients miss appointments and conducting c appointments/groups, and other announcer	risis interventio	on when needed; in	nternet and text				
Facility: shared cost with a allocation @	4.90%	of annual cost:	\$47,580.00	=	\$2,331.42	funding avail =	\$ 1,282.00
Utlilties expenses, lights, water and trash/b	io waste (based	l on previous year(s) expense) =				
Facility: shared cost with a allocation @	4.90%	of annual cost:	\$31,780.00	=	\$1,557.22	funding avail =	\$ 1,525.00
Licenses (Essential Software/Staff Licenses) registration for STI testing: 25%EIS/75%MAI				ermits, State (CLIA certificatio	on and	
Direct Program: cost with a allocation @	4.90%	of annual cost:	\$1,650.00	=	\$80.85	funding avail =	\$ 75.00
Repair & Maintenance, AC/Heating, plumbi	ng, carpet/fixtu	ures etc, (based on	previous year(s) expense) =			
Direct Program: cost with a allocation @	4.90%	of annual cost:	\$32,480.00	=	\$1,591.52	funding avail =	\$ 1,114.00
Emergency Crisis Hotel	• • •	ayments to assist c sistance), (based o			emergency hou	using (i.e. motel	\$ 30,405.00

Direct Costs Total

\$ 114,239.70

Personnel	FTE	Annual Salary	0.135		\$	8,373.
A. Cespedes, Office Manager / Bookeepe	r 0.025	\$71,201.00			\$	1,780.
Compute, classify, and record numerical d duties to obtain primary financial data for				f routine calculating, postin	ig, and i	verifying
C. Hicks, Grants Manager	0.03	\$63,648.00			\$	1,909.
Plans and execute the grantmaking proces program staff in researching funding oppo					get, su	oport
S. Martinez, Operations Manager	0.03	\$62,537.00			\$	1,876.
Responsible for assisting in the developm services.	ent and impleme	entation of policies,	procedures, and best practices	that enhance the delivery of	of a higi	n custome
D. McClamy	0.05	\$56,160.00			\$	2,808.
Process Housing payments for Emgerency	Crisis and utility	services				
Fring					\$	1,808.
Fring Calculated at 21.6%: FICA 7.25% (SS 7.65% Insurance 8.8% =	6 + Med-Cal 1.45	%), Worker's Comp	2.00%, State Unemployment In	surance 3.3% and Health	\$ \$	
Calculated at 21.6%: FICA 7.25% (SS 7.65%	6 + Med-Cal 1.45	%), Worker's Comp	2.00%, State Unemployment In	surance 3.3% and Health	\$	1,808. 1,808. 40,
Calculated at 21.6%: FICA 7.25% (SS 7.65% Insurance 8.8% =			,	surance 3.3% and Health	-	1,808.

Admin Facility: shared cost with a allocation @	1.93%	of annual cost:	\$65,566.40	=	\$1,265.43	funding avail =	Ş	88.00	
Office Supplies: Cost of office supplies necessa cabinets, desks, lights etc., (based on previous			ification folders	s, copy paper,	files, toner, ch	airs, tables, filing			
Admin Facility: shared cost with a allocation @	1.93%	of annual cost:	\$59,339.84	=	\$1,145.26	funding avail =	Ş	56.00	
Printing/Duplication: Cost of printing and duplication services associated with the contract such as agency brochurs, employee manuels, training materials, and other handouts to be given out to vendors, staff and volunteers, (based on previous year(s) expense) =									
Admin Facility: shared cost with a allocation @	1.93%	of annual cost:	\$9,602.40	=	\$185.33	funding avail =	\$	7.00	
Postage: Mail proposals, invoices for reimburse	ement, certi	fications, state lice	nse and insuran	ces, (based on	previous year	(s) expense) =			
Admin Facility: shared cost with a allocation @	1.93%	of annual cost:	\$3,000.00	=	\$57.90	funding avail =	\$	12.76	

c	ontractual								\$1,355.00
	Kwan & Company CPA Inc	Annual Indepe allocation) =	endent Auditor, pr	epares Finanica	l Statements, 9	190s, (based o	n direct FTE		
	Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$29,805.10	=	\$1,460.45	funding avail =	\$	325.00
	Ellene Wong	Monthly acco	unting (reconciliat	on) services, (b	ased on previo	us year(s) exp	ense) =		
	Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$14,272.86	=	\$699.37	funding avail =	\$	130.00
	Insight HR	Facilitaties Human Resources policies and procedures in accordance with all Federal and State labor laws. Contract HR personnel to manage workforce planning, employee onboarding, HR record retention, Employee engagement, performance management and succession planning for FAP staffing body. (based on previous year(s) expense) =							
	Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$36,026.99	=	\$1,765.32	funding avail =	\$	725.00
	Risk Management Consultant		nent for FAP staffir ased on previous			egulations, po	olicies and		
	Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$7,826.09	=	\$383.48	funding avail =	\$	175.00

Bent*	Office lesse f	facility expenses, (b	ased on previou	s vear(s) eve	ance) -		\$	952.
Admin Facility: shared cost with a allocation								
@	1.93%	of annual cost:	\$66,391.60	=	\$1,281.36	funding avail =	\$	580.
Telephone/Communication		conducting client f						
		ntion when needed						
	or appointme	ents/groups, and ot	ner announcem	ents, (based	on previous yea	ar(s) expense) =		
Admin Facility: shared cost with a allocation	1.93%	of annual cost:	\$41.860.47	=	\$807.91	funding avail =		
@			1 7	_			\$	96
Utlilties*		onditions repairs (fil evious year(s) expe		ight bulbs, m	inor constructi	on work orders,		
Admin Facility: shared cost with a allocation	1.93%	of annual cost:	C 47 3C4 03		\$912.15	fundin e susil -		
@	1.93%	or annual cost:	\$47,261.82	=	\$912.15	funding avail =	\$	41
Property Insurance*		ility, Auto Physical,						
		directors and office		perty, emp.	Dishonesty acci	dent insuranc,		
	(based on pre	evious year(s) expe	nse) =					
Admin Facility: shared cost with a allocation	1.93%	of annual cost:	\$22.020.08	-	\$461.87	funding avail =		
@			1	-		*	\$	107
Certifications / Licenses		cation for employee						
		g Direct FTE to com enses with allocatio						
	expense) =	sinses with allocatio	11 01 100% 01 011		seu on previou	s year(s)		
	1.93%							
Admin Facility: shared cost with a allocation		of annual cost:	\$30,907.73	=	\$596.52	funding avail =	Ś	16
@ Repair & Maintenance	Repair & Mai	of annual cost: intenance, AC/Heat	1	= tc, (based on		-	Ş	16
@		intenance, AC/Heat	ing, plumbing,et	= tc, (based on	previous year(s	s) expense) =	Ş	16
@ Repair & Maintenance	Repair & Mai		ing, plumbing,et	= tc, (based on =		-	\$ \$	16 42
Repair & Maintenance Admin Facility: shared cost with a allocation	1.93%	intenance, AC/Heat	ing, plumbing,et \$17,104.28	=	previous year(s \$330.11	s) expense) =	Ş	
@ Repair & Maintenance Admin Facility: shared cost with a allocation @	1.93% Post vacant p	intenance, AC/Heat of annual cost: positions on social n	ing, plumbing,et \$17,104.28 nedia sites to re-	= cruit new em	previous year(s \$330.11 ployees	s) expense) = funding avail =	Ş	42
Pepair & Maintenance Admin Facility: shared cost with a allocation @ Staff Recruitment	1.93%	intenance, AC/Heat of annual cost:	ing, plumbing,et \$17,104.28	=	previous year(s \$330.11	s) expense) =	Ş	42
Repair & Maintenance Admin Facility: shared cost with a allocation B Staff Recruitment Admin Facility: shared cost with a allocation @	1.93% Post vacant p	intenance, AC/Heat of annual cost: positions on social n	ing, plumbing,et \$17,104.28 nedia sites to re-	= cruit new em	previous year(s \$330.11 ployees	s) expense) = funding avail =	\$	42
Repair & Maintenance Admin Facility: shared cost with a allocation Ø Staff Recruitment Admin Facility: shared cost with a allocation	1.93% Post vacant p 1.93%	intenance, AC/Heat of annual cost: positions on social n	ing, plumbing,et \$17,104.28 nedia sites to re-	= cruit new em	previous year(s \$330.11 ployees	s) expense) = funding avail =	Ş	

Emergency Financial Assistance	Dudgetie		3 - 5.31.24	,	-,				\$40,619.00
Salary	Program FTE	Pro	ogram Cost	Di	rect Costs	Ac	dmin Costs	Pro	ogram Total
Personnel									
C. Hicks \$ 63,648	0.02	\$	1,272.96	\$	-	\$	1,272.96	\$	1,272.96
A. Cespedes \$ 71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
Personnel Subtotal		\$	3,052.99	\$	-	\$	3,052.99	\$	3,052.99
Fringe	Percent	Pro	ogram Cost	Di	rect Costs	Ac	dmin Costs	Pro	ogram Total
FICA	7.5%	\$	228.97	\$	-	\$	228.97	\$	228.97
Staff Insurance (Health)	8.8%	\$	268.66	\$	-	\$	268.66	\$	268.66
Disability (SUI)	3.3%	\$	100.75	\$	-	\$	100.75	\$	100.75
Worker's Compensation	2.0%	\$	59.53	\$	-	\$	59.53	\$	59.53
Fringe Subtotal	21.5%	\$	657.91	\$	-	\$	657.91	\$	657.91
Total Personnel		\$	3,710.90	\$	-	\$	3,710.90	\$	3,710.90
Travel		Pro	ogram Cost	Di	rect Costs	Ac	dmin Costs	Pro	ogram Total
Local Travel (Mileage)		\$	28.48			\$	28.48	\$	28.48
Travel Total		\$	28.48	\$	-	\$	28.48	\$	28.48
Supplies		Pro	ogram Cost	Di	rect Costs	Ac	dmin Costs	Pro	ogram Total
Equipment < \$5,000		\$	122.00	\$	-	\$	122.00	\$	122.00
Office Supplies		\$	49.67	\$	-	\$	49.67	\$	49.67
Postage		\$	27.31	\$	-	\$	27.31	\$	27.31
Supplies Total		\$	198.98	\$	-	\$	198.98	\$	198.98
Other		Pro	ogram Cost	Di	rect Costs	Ac	dmin Costs	Pro	ogram Total
Rent*		\$	40.08	\$	-	\$	40.08	\$	40.08
Telephone/Communication		\$	9.20		_	\$	9.20		9.20
Property Insurance*		\$	8.30	\$	_	\$	8.30	\$	8.30
Utlilties*		\$	4.31	\$	-	\$	4.31	\$	4.31
Licenses (Essential Software/Sta	ff Licenses)		8.20	\$	_	\$	8.20	\$	8.20
Repair & Maintenance		\$	7.02	\$	_	\$	7.02	\$	7.02
		\$	36,557.10	-	36,557.10	\$	-	\$	36,557.10
Emergency Financial Assistance				\$	-	\$	46.43	\$	46.43
Emergency Financial Assistance Staff Recruitment		\$	46.43	3		Ý	-05	J,	40.40
		\$ \$	46.43 36,680.64	-	36,557.10		123.54	•	36,680.64
Staff Recruitment				\$				•	

\$	\$ 40,619.00	\$ 36,557.10	\$ 4,061.90 \$	40,619.00
%	100%	90%	10%	100%

Direct Costs

Housing	Emergency Financial Assistance	• • • •		clients in both clier ths (water, electric		es for one time or s	hort term	
	Direct Program: cost with a allocation @	Undup. Clts;	11.08	Avg. Fees =	\$1,100	Months =	3	\$ 36,557.10

36,557.10

\$

Direct Costs Total

Personnel	FTE	Annual Salary	0.045	\$	3,052.9
A. Cespedes, Office Manager / Bookeeper	0.025	\$71,201.00		\$	1,780.0
Compute, classify, and record numerical data	to keep financ	rial records complete	Perform any combination of routine cal	culating nosting and verif	fving dutios
to obtain primary financial data for use in mai				culating, posting, and vern	iying duties
to obtain primary financial data for use in mai C. Hicks, Grants Manager				\$	1,272.9

Frir	e contra c	\$	657.91
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health	ć	657.91
	Insurance 8.8% =	Ş	057.91

Travel	Ş	28.48
Travel for personnel to engage community program collaborations for linkage to care purposes.		
Local4.32 miles/mon.\$0.55 cents per mil12 month	s) = \$	28.48

Fouriers and Fouriers and Lance (Durahana (Maria		-f	f				<u> </u>	
Equipment: Equipment Lease/Purchase/Main month) and postage meter. And if applicable, previous year(s) expense) =				•				
Admin Facility: shared cost with a allocation @	0.94%	of annual cost:	\$65,566.40	=	\$616.32	funding avail =	\$	122.0
Office Supplies: Cost of office supplies necess cabinets, desks, lights etc., (based on previou			ication folders, co	opy paper, file	es, toner, chair	s, tables, filing		
Admin Facility: shared cost with a allocation @	0.94%	of annual cost:	\$59,339.84	=	\$557.79	funding avail =	\$	49.6
Postage: Mail proposals, invoices for reimbur	sement, certifi	cations, state licens	e and insurances	, (based on p	revious year(s)	expense) =		
Admin Facility: shared cost with a allocation	0.94%	of annual cost:	\$3.000.00		\$28.20	funding avail =		27.3

Other				\$	123.54				
Rent*	ffice lease facility expenses (Cla	aremont Admin), (based on pr	evious year(s) expense) =						
Admin Facility: shared cost with a allocation @	0.94% of annual cost:	\$66,391.60 =	\$624.08 funding ava	il = \$	40.08				
Telephone/Communication	crisis intervention when needed; internet and text messaging system used to remind clients of appointments/groups, and other announcements, (based on previous year(s) expense) =								
Admin Facility: shared cost with a allocation @	0.94% of annual cost:	\$41,860.47 =	\$393.49 funding ava	il = \$	9.20				
Utlilties*	ost of air conditions repairs (fill based on previous year(s) expen		nor construction work orders,						
Admin Facility: shared cost with a allocation @	0.94% of annual cost:	\$47,261.82 =	\$444.26 funding ava	il = \$	4.31				
Property Insurance*	eneral Liability, Auto Physical, <i>i</i> rofessional, directors and office rased on previous year(s) expen								
Admin Facility: shared cost with a allocation @	0.94% of annual cost:	\$23,930.98 =	\$224.95 funding ava	iil = \$	8.30				

Certifications / Licenses	processing Dir	HPPA certification for employee, city/county business licenses, etc. Cert/Licenses expenses for processing Direct FTE to complete New Hire Onboarding training expense) = EHE annual material expenses with allocation of 100% of annual cost (based on previous year(s) expense) =						
Admin Facility: shared cost w @	vith a allocation 0.94%	of annual cost:	\$30,907.73	=	\$290.53	funding avail =	\$	8.20
Repair & Maintenance	Repair & Mair	ntenance, AC/Heatir	ng, plumbing,et	c, (based on pre	evious year(s)	expense) =		
Admin Facility: shared cost v @	vith a allocation 0.94%	of annual cost:	\$17,104.28	=	\$160.78	funding avail =	\$	7.02
Staff Recruitment	Post vacant po	ositions on social me	edia sites to reo	cruit new emplo	yees			
Admin Facility: shared cost v @	vith a allocation 0.94%	of annual cost:	\$5,900.00	=	\$55.46	funding avail =	\$	46.43

Admin Costs Total

GRAND TOTAL \$ 4,061.90 \$ 40,619.00

Mental Health		ви	uget Perio	-	/1/2024 - 2/ <mark>3 - 5.31.24</mark>	28/	2025			9	\$295,068.0
		Salary	Program		ogram Cost	D	irect Costs	Ac	lmin Costs		
Personnel		,	FTE		-8						
T. Patton	¢	116,327	0.50	\$	58,163.50	\$	58,163.50	\$	-	\$	58,163.5
E. Olivarria - <i>Riverside</i>	\$	72,000	0.85	\$	61,200.00		61,200.00	\$	-	\$	61,200.0
Richard Wright - San B.	\$	55,000	0.85	\$	49,500.00		49,500.00	\$	-	\$	49,500.0
L. Stowers	•	153,000	0.90	ڊ \$	49,500.00	ڊ \$		\$	4,590.00	ې \$	49,500.0
A. Cespedes	ر \$	71,201	0.025	ر \$	4,330.00 1,780.03	ر \$	_	, \$	4,330.00 1,780.03	ر \$	4,550.0 1,780.0
C. Hicks	ې \$		0.023	\$	1,909.44	\$		\$	1,909.44	\$	1,909.4
S. Martinez	\$	62,537	0.03	ر \$	1,909.44 1,876.11	ر \$	_	ې \$	1,909.44 1,876.11	ر \$	1,876.1
Personnel Subtotal	•	02,337	0.05		179,019.08		168,863.50	\$	10,155.58	•	179,019.0
				-	-		-	-		-	
Fringe			Percent	Pr	ogram Cost	D	irect Costs	Ac	lmin Costs	Pro	ogram Tot
FICA			7.5%	\$	13,426.43	\$	12,664.76	\$	761.67	\$	13,426.4
Staff Insurance (Health)			8.8%	\$	15,753.68		14,859.99	\$	893.69	\$	15,753.6
Disability (SUI)			3.3%	\$	5,907.63		5,572.50	•	335.13	\$	5,907.6
Worker's Compensation			2.0%	\$	3,580.38	•	, 3,377.27	\$	203.11	\$, 3,580.3
Fringe Subtotal			21.6%	\$	38,668.12	\$	36,474.52	\$	2,193.60	\$	38,668.1
-											
Total Personnel				\$	217,687.20	\$	205,338.02	\$	12,349.18	\$	217,687.2
Contract: Personnel Withou	t B	enefits									
Richard Wright - San B.	\$	28,000	1.00	\$	28,000.00	\$	28,000.00	\$	-	\$	28,000.0
Personnel Subtotal				\$	28,000.00	\$	28,000.00	\$	-	\$	28,000.0
				Dr	ogram Cost	<u>п</u>	irect Costs	٨	lmin Costs	Dro	ogram Tot
Travel					Sgram Cost						•
Local Travel (Mileage)				\$	223.67		138.16		85.51		223.6
Long Distance Travel				\$	429.61	\$	-	\$	429.61	•	429.6
Travel Total				\$	653.28	\$	138.16	\$	515.12	\$	653.2
				Pr	ogram Cost	D	irect Costs	Ac	lmin Costs	Pro	ogram Tot
Supplies					-						
Equipment < \$5,000	•			\$ ¢	4,246.00		3,908.00	\$ ¢	338.00	\$	4,246.0
Office: Supplies / Furniture	ť			\$	1,257.00		1,052.00		205.00	\$ د	1,257.0
Program Supplies	*			\$	1,100.00		1,100.00	\$	-	\$ ¢	1,100.0
Printing/Advertising Costs	•			\$	337.00		257.00		80.00	\$	337.0
Training				\$	970.00		500.00	\$	470.00	\$	970.0
Postage				\$	97.84	-	42.02		55.82	-	97.8
Supplies Total				\$	8,007.84	\$	6,859.02	Ş	1,148.82	Ş	8,007.8

Contractual	Pr	ogram Cost	Di	irect Costs	A	dmin Costs	Pro	ogram Tota
Kwan & Company CPA Inc	\$	1,907.00	\$	-		\$1,907.00	\$	1,907.00
Ellene Wong	\$	1,283.00	\$	-		\$1,283.00	\$	1,283.00
Insight HR	\$	4,217.00	\$	-		\$4,217.00	\$	4,217.00
Risk Management Consultant	\$	1,226.00	\$	-		\$1,226.00	\$	1,226.00
Contractual Total	\$	8,633.00	\$	-	\$	8,633.00	\$	8,633.00
Other	Pr	ogram Cost	Di	irect Costs	A	lmin Costs	Pro	ogram Tota
Rent*	\$	20,811.00	\$	18,000.00	\$	2,811.00	\$	20,811.00
Telephone/Communication	\$	4,279.00	\$	3,305.00	\$	974.00	\$	4,279.00
Property Insurance*	\$	943.00			\$	943.00	\$	943.00
Utlilties*	\$	2,342.00	\$	1,694.00	\$	648.00	\$	2,342.00
Licenses (Essential Software/Staff Licenses)	\$	1,012.00	\$	150.00	\$	862.00	\$	1,012.00
Repair & Maintenance	\$	2,240.00	\$	2,077.00	\$	163.00	\$	2,240.00
Staff Recruitment	\$	459.68			\$	459.68	\$	459.68
Other Total	\$	32,086.68	\$	25,226.00	\$	6,860.68	\$	32,086.68
Direct	\$	295,068.00	\$	265,561.20			\$2	265,561.20
Admin					\$	29,506.80	\$	29,506.80
\$	\$	295,068.00	\$	265,561.20	\$	29,506.80	\$2	295,068.00
%		100%		90%		10%		100%

MH - Narrative

Personnel	FTE	2.25					\$
5 T. Patton, Dir. Of Mental Health	ı	0.50					\$
LCSW; Provides counseling servi General responsibilities include in case conferences. Salary is spi	coordinating and conducting	g psychiatric refe	rrals, evaluations and	lassessmen			
6 E. Olivarria, Mental Health Clin	lician	0.85					\$
with a primary goal of improving mental health professional. Ger assessments; creating treatmen 7 R. Wright. Mental Health Clinic	neral responsibilities include t plans; referrals to psychiat	e coordinating an	d conducting individu	al therapy, a	group thera	py, mental health	
Registered Marriage Family The							·
with a primary goal of improving mental health professional. Ger							
assessments; creating treatmen							n inta
assessments; creating treatmen	t plans; referrals to psychiat	trists; crisis interv	ention; and participa	ting in case	conferences	5	s inta
assessments; creating treatmen	t plans; referrals to psychiat	trists; crisis interv	ention; and participa	ting in case	conferences	5	
assessments; creating treatmen	t plans; referrals to psychiat	trists; crisis interv	ention; and participa	ting in case	conferences	5	\$
assessments; creating treatmen	t plans; referrals to psychiat 5 (SS 7.65% + Med-Cal 1.45%	rists; crisis interv), Worker's Comp	ention; and participa 2.00%, State Unemp	ting in case	conferences	5	\$ \$
assessments; creating treatmen ringe Calculated at 21.6%: FICA 7.25% ravel	t plans; referrals to psychiat 5 (SS 7.65% + Med-Cal 1.45%	rists; crisis interv), Worker's Comp : other locations f	ention; and participa 2.00%, State Unemp or linkage to care pur	ting in case	conferences	5	\$ \$
assessments; creating treatmen ringe Calculated at 21.6%: FICA 7.25% ravel Local Travel for 1 personnel to 6	t plans, referrals to psychiat (SS 7.65% + Med-Cal 1.45% engage clients at home or at	rists; crisis interv), Worker's Comp : other locations f	ention; and participa 2.00%, State Unemp or linkage to care pur	ting in case	urance 3.3%	6 and Health	\$ \$ \$
assessments; creating treatment ringe Calculated at 21.6%: FICA 7.25% ravel Local Travel for 1 personnel to 6	t plans, referrals to psychiat (SS 7.65% + Med-Cal 1.45% engage clients at home or at	rists; crisis interv), Worker's Comp : other locations f	ention; and participa 2.00%, State Unemp or linkage to care pur	ting in case	urance 3.3%	6 and Health	\$ \$ \$
assessments; creating treatmen ringe Calculated at 21.6%: FICA 7.25% ravel Local Travel for 1 personnel to 6 ontractual	t plans; referrals to psychiat i (SS 7.65% + Med-Cal 1.45% engage clients at home or at 20.93 rapist; Provides HIV specific primary goal of improving a), Worker's Comp), Worker's Comp ; other locations f miles/mon. psychological tre nd sustaining clie	ention; and participa 2.00%, State Unemp or linkage to care put \$0.55 cents atment and courselin nts' quality of life. Se	Ioyment Ins rposes. s per mil	urance 3.3%	s 6 and Health month(s) = Is with a	\$ \$ \$

	Equipment Lease/Purchase/Maintenance: C	ost of equipm	ent lesse for conv	machines (inclus)	ive of numb	er of conies all	wed ner month)	
	and postage meter. And if applicable, cost of	r purchasing p	nones/tablets/desi	tops/laptops and	u/or printers	s for starr use o	n KW services	
	(based on previous year(s) expense) =							
	Facility: shared cost with a allocation @	7.03%	of annual cost:	\$68,400.00	=	\$4,808.52	funding avail =	3,908.00
	Office Supplies: Cost of office supplies neces	sary to deliev	er programs service	as such as classifi	cation folde	rs, copy paper,	files, pens,	
	whiteboards, floor mats, small desk item etc	., (based on pr	evious year(s) exp	ense) =				
	Direct Program: cost with a allocation @	7.03%	of annual cost:	\$43,600.00	=	\$3,065.08	funding avail =	1,052.00
	Program Supplies: Cost of program supplies	such as educa	tional materials, w	orkbooks for clie	nt utilization	is during treatn	nent sessions,	
	reference materials and other related progra	am specific to	include safe sex pr	oducts like condo	oms (based c	on previous yea	r(s) expense) =	
	Facility: shared cost with a allocation @	7.03%	of annual cost:	\$15,700.00	=	\$1,103.71	funding avail =	1,100.00
	Printing/Duplication: Cost of printing and du	plication servi	ces associated wit	h the contract su	ch as printin	g of appointme	ent cards for	
	clients, program materials, and other hando	uts to be giver	out to clients, (ba	sed on previous v	year(s) expe	nse) =		
	Facility: shared cost with a allocation @	7.03%	of annual cost:	\$10,975.00	=	\$771.54	funding avail =	257.00
	Training: Integrated Case Management in th	e New Millenr	nium: Development	and Documenta	tion of Clier	t Contact, Indi	vidual Service	
	Plans, and Client Follow-up. Skill developme							
	reduction, (based on previous year(s) expension		numg protessional	Toles to include e	fundi issue:	s allu Doundarn	es, acuity level	
	reduction, (based on previous year(s) expense	se) -						
	Facility: shared cost with a allocation @	7.03%	of annual cost:	\$9,250.00	=	\$650.28	funding avail =	500.00
	Postage: Mail appointment reminder cards,	referrals and/o	or certification elig	bility. (based on	previous ver	ar(s) expense) -		
	·				p,			
1	Direct Program: cost with a allocation @	100.00%	of annual cost:	\$42.02		\$42.02	funding avail =	
1	Direct Program: cost with a allocation @	100.00%	or annual cost:	\$42.02	=	\$42.02	runding avail =	42.0

Other							\$ 25,226.00
Rent* - Cost of facility rent for office dedicated	for RW ser	vices, based on prie	or year plus inc	eased rates for	current year,	(based on	
Facility: shared cost with a allocation @	7.03%	of annual cost:	\$318,500.00	=	\$22,390.55	funding avail =	\$ 18,000.00
Telephone/Communication - Direct cost of tele, clients miss appointments and conducting crisis appointments/groups, and other announcemen	interventi	on when needed; in	nternet and tex				
Facility: shared cost with a allocation @	7.03%	of annual cost:	\$56,348.00	=	\$3,961.26	funding avail =	\$ 3,305.00
Utlilties expenses, lights, water and trash/bio w	aste (base	d on previous year(s) expense) =				
Facility: shared cost with a allocation @	7.03%	of annual cost:	\$43,400.00	=	\$3,051.02	funding avail =	\$ 1,694.00
Licenses (Essential Software/Staff Licenses) - Co	omputer Sc	oftware licenses, Ou	itreach Street F	ermits, (based o	on previous y	ear(s) expense =	
Direct Program: cost with a allocation @	7.03%	of annual cost:	\$2,260.00	=	\$158.88	funding avail =	\$ 150.00
Repair & Maintenance, AC/Heating, plumbing,	carpet/fixtu	ures etc, (based on	previous year(s) expense) =			
Direct Program: cost with a allocation @	7.03%	of annual cost:	\$38,260.00	=	\$2,689.68	funding avail =	\$ 2,077.00

Direct Costs Total

\$ 265,561.20

Administrative Costs					
Personnel	FTE	Annual Salary	0.12	\$	10,155.58
L. Stowers, Executive Director	0.03	\$153,000.00		\$	4,590.00
Direct general operations and human resource management of all pre- and post- award grant renewals; fund analysis, including forecasts of expenditures to individual fund accounts as no	activities in anticipated	cluding: budget and surplus/deficits of p	expenditure justifications of all prop rogram budgets; cost allocation plar	iosed and awarded grants a	nd their
A. Cespedes, Office Manager / Bookeeper Compute, classify, and record numerical data I duties to obtain primary financial data for use				\$ ine calculating, posting, and	1,780.03 I verifying
C. Hicks, Grants Manager Plans and execute the grantmaking process by program staff in researching funding opportur					1,909.44 upport
 Martinez, Operations Manager Responsible for assisting in the development a services. 	0.03 and impleme	\$62,537.00 entation of policies, p	procedures, and best practices that e	\$ nhance the delivery of a hi	1,876.11 gh customer

Fring								\$	2,193.6
Calculated at 21.6%: Insurance 8.8% =	FICA 7.25% (SS 7.65% + M	led-Cal 1.45%)	I, Worker's Comp	2.00%, State	Unemployment I	nsurance 3.3	% and Health	\$	2,193.6
Travel								\$	515.1
Travel for personnel	I to engage community pro	ogram collabo	rations for linkage	e to care purp	oses.				
Local		12.96	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	85.5
Distance		65.09	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	429.6
Supplies								\$	1,148.8
per month) and post (based on previous y Admin Facility: share	ent Lease/Purchase/Maint tage meter. And if applicat year(s) expense) = ed cost with a allocation			/laptops and					338.0
@				+		+-)		Ş	338.
	t of office supplies necessa ts etc. , (based on previous			ification fold	ers, copy paper, f	iles, toner, ch	nairs, tables, filing		
cabinets, desks, light					ers, copy paper, f =	iles, toner, ch \$1,115.59	airs, tables, filing funding avail =		205.
cabinets, desks, light Admin Facility: share @ Printing/Duplication	ts etc. , (based on previous	s year(s) exper 1.88% lication service	of annual cost: es associated with	\$59,339.84 h the contract	= such as agency I	\$1,115.59 prochurs, emp	funding avail = ployee manuels,		205.
cabinets, desks, light Admin Facility: share @ Printing/Duplication training materials, au	ts etc. , (based on previous ed cost with a allocation a: Cost of printing and dupl	s year(s) exper 1.88% lication service	of annual cost: es associated with	\$59,339.84 h the contract	= such as agency I	\$1,115.59 prochurs, emp	funding avail = ployee manuels,	\$	205.1
cabinets, desks, light Admin Facility: share @ Printing/Duplication training materials, au Admin Facility: share @	ts etc. , (based on previous ed cost with a allocation a: Cost of printing and dupl nd other handouts to be gi	s year(s) exper 1.88% lication service iven out to ve 1.88%	nse) = of annual cost: es associated with ndors, staff and v of annual cost:	\$59,339.84 n the contract olunteers, (ba \$9,602.40	= such as agency l ased on previous =	\$1,115.59 prochurs, emp year(s) exper \$180.53	funding avail = ployee manuels, ise) = funding avail =	Ş	
cabinets, desks, light Admin Facility: share @ Printing/Duplication training materials, an Admin Facility: share @ Postage: Mail propo	ts etc. , (based on previous ed cost with a allocation a: Cost of printing and dupl nd other handouts to be gi ed cost with a allocation	s year(s) exper 1.88% lication service iven out to ve 1.88%	nse) = of annual cost: es associated with ndors, staff and v of annual cost:	\$59,339.84 n the contract olunteers, (ba \$9,602.40	= such as agency l ased on previous =	\$1,115.59 prochurs, emp year(s) exper \$180.53	funding avail = ployee manuels, ise) = funding avail =	\$ \$	80.
cabinets, desks, light Admin Facility: share @ Printing/Duplication training materials, ai Admin Facility: share @ Postage: Mail propo Admin Facility: share @	ts etc. , (based on previous ed cost with a allocation I: Cost of printing and dupl nd other handouts to be gi ed cost with a allocation sals, invoices for reimburs	1.88% lication service iven out to ve 1.88% ement, certifie 1.88%	rse) = of annual cost: es associated with ndors, staff and v of annual cost: cations, state lice of annual cost:	\$59,339.84 In the contract olunteers, (ba \$9,602.40 Inse and insur	= such as agency l ased on previous =	\$1,115.59 prochurs, emj year(s) exper \$180.53 previous yea	funding avail = ployee manuels, nse) = funding avail = r(s) expense) =	\$ \$	

Contractual		\$8,633.00
Kwan & Company CPA Inc	Annual Independent Auditor, prepares Finanical Statements, 990s, (based on direct FTE allocation) =	
Facility: shared cost with a allocation @	4.9000% of annual cost: \$38,919.00 = \$1,907.03 funding avail =	\$1,907.00
Ellene Wong	Monthly accounting (reconciliation) services, (based on previous year(s) expense) =	
Facility: shared cost with a allocation @	4.9000% of annual cost: \$26,184.00 = \$1,283.02 funding avail =	\$1,283.00
Insight HR	Facilitaties Human Resources policies and procedures in accordance with all Federal and State labor laws. Contract HR personnel to manage workforce planning, employee onboarding. HR record retention, Employee engagement, performance management and succession planning for FAP staffing body, (based on previous year(s) expense) =	
Facility: shared cost with a allocation @	4.9000% of annual cost: \$86,061.00 = \$4,216.99 funding avail =	\$4,217.00
Risk Management Consultant	Risk management for FAP staffing body, assessing CAL-OSHA regulations, policies and procedures (based on previous year(s) expense) =	
Facility: shared cost with a allocation @	4.9000% of annual cost: \$25,021.00 = \$1,226.03 funding avail =	\$1,226.00

Rent*	Office lease	facility expenses, (b	ased on previous	s year(s) exp	ense) =			
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$149,522.00	=	\$2,811.01	funding avail =	\$	2,811.0
Telephone/Communication	crisis interve	conducting client f ntion when needed ents/groups, and ot	l; internet and te	xt messagin	g system used t	to remind clients		
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$51,809.00	=	\$974.01	funding avail =	\$	974.0
Utlilties*		onditions repairs (fil evious year(s) expe		ght bulbs, m	inor constructi	ion work orders,		
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$47,261.82	=	\$888.52	funding avail =	\$	648.0
Property Insurance*	Professional,	ility, Auto Physical, directors and offic evious year(s) expe	ers umbrelia pro					
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$50,160.00	=	\$943.01	funding avail =	\$	943.0
Certifications / Licenses	for processin	cation for employe g Direct FTE to com enses with allocatio	plete New Hire	Onboarding	training expen	ise) = EHE annual		
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$45,852.00	=	\$862.02	funding avail =	\$	862.0
Repair & Maintenance	Repair & Ma	intenance, AC/Heat	ing, plumbing,et	c, (based on	previous year(s) expense) =		
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$17,104.28	=	\$321.56	funding avail =	\$	163.0
Staff Recruitment	Post vacant p	positions on social r	media sites to rec	cruit new em	ployees			
Admin Facility: shared cost with a allocation @	1.88%	of annual cost:	\$24,452.00	=	\$459.70	funding avail =	\$	459.6
: Total							¢	29.506.8

		D	uugetren		3/1/2024 - 2	/20	/2025				
Substance Abuse				F	3 - 5.31.24						\$355,412.00
	9	Salary	Program FTE	Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Total
Personnel											
T. Patton	\$	116,327	0.50	\$	58,163.50	\$	58,163.50	\$	-	\$	58,163.50
J. Richardson - Hesperia	\$	64,000	1.00	\$	64,000.00	\$	64,000.00	\$	-	\$	64,000.00
A. Santana - San Bern	\$	60,000	1.00	\$	60,000.00	\$	60,000.00	\$	-	\$	60,000.00
E. Olivarria - Riverside	\$	72,000	0.15	\$	10,800.00	\$	10,800.00	\$	-	\$	10,800.00
L. Stowers	\$:	153,000	0.06	\$	9,180.00	\$	-	\$	9,180.00	\$	9,180.00
A. Cespedes	\$	71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
C. Hicks	\$	63,648	0.03	\$	1,909.44	\$	-	\$	1,909.44	\$	1,909.44
S. Martinez	\$	62,537	0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
Personnel Subtotal				\$	207,709.08	\$	192,963.50	\$	14,745.58	\$	207,709.08
Fringe			Percent	Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pre	ogram Total
FICA			7.5%	\$	15,578.18	\$	14,472.26	\$	1,105.92	\$	15,578.18
Staff Insurance (Health)			8.8%	\$	18,278.40		16,980.79		1,297.61	\$	18,278.40
Disability (SUI)			3.3%	\$	6,854.40		6,367.80		486.60		6,854.40
Worker's Compensation			2.0%	\$	4,154.18	\$	3,859.27		294.91	\$	4,154.18
Fringe Subtotal			21.6%	\$	44,865.16	\$	41,680.12		3,185.04	\$	44,865.16
				Ŧ		Ŧ	,	Ŧ	-,	Ŧ	
Total Personnel				\$	252,574.24	\$	234,643.62	\$	17,930.62	\$	252,574.24
Contract: Personnel Witho	ut	Benefits									
Alexis - San B.	\$	42,045	1.00	\$	42,045.00	\$	42,045.00	\$	-	\$	42,045.00
Personnel Subtotal				\$	42,045.00	\$	42,045.00	\$	-	\$	42,045.00
				Pre	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Total
Travel				~	4 4 6 7 7 6	~	775 00	ć	202 70	~	4 4 6 7 7 6
Local Travel (Mileage)				\$	1,167.76		775.00		392.76	•	1,167.76
Long Distance Travel				\$	344.82	-	-	\$	344.82	•	344.82
Travel Total				\$	1,512.58	Ş	775.00	Ş	737.58	Ş	1,512.58
Supplies				Pro	ogram Cost	Di	irect Costs	Ad	lmin Costs	Pro	ogram Tota
Equipment < \$5,000				\$	6,242.00	\$	4,980.00	\$	1,262.00	\$	6,242.00
Office: Supplies / Furnitu	re			\$	3,527.00				1,108.00		3,527.00
Program Supplies				\$	4,163.00		1,143.00		3,020.00		4,163.00
Printing/Advertising Cost	s*			\$	392.00		242.00		150.00		392.00

Training	\$	1,223.00	\$	673.00	\$	550.00	\$	1,223.00
Postage	\$	198.18	\$	147.18	\$	51.00	\$	198.18
Supplies Total	\$	15,745.18	\$	9,604.18	\$	6,141.00	\$	15,745.18
Contractual	Pr	ogram Cost	D	irect Costs	A	dmin Costs	Pr	ogram Tota
Kwan & Company CPA Inc	\$	2,088.00	\$	-		\$2,088.00	\$	2,088.00
Ellene Wong	\$	1,040.00	\$	-		\$1,040.00	\$	1,040.00
Insight HR	\$	2,626.00	\$	-		\$2,626.00	\$	2,626.00
Risk Management Consultant	\$	570.00	\$	-		\$570.00	\$	570.00
Contractual Total	\$	6,324.00	\$	-	\$	6,324.00	\$	6,324.00
Other	Pr	ogram Cost	D	irect Costs	A	dmin Costs	Pr	ogram Tota
Rent*	\$	24,288.00	\$	23,000.00	\$	1,288.00	\$	24,288.00
Telephone/Communication	\$	4,891.00	\$	4,079.00	\$	812.00	\$	4,891.00
Property Insurance*	\$	463.00	\$	-	\$	463.00	\$	463.00
Utlilties*	\$	3,850.00	\$	2,963.00	\$	887.00	\$	3,850.00
Licenses (Essential Software/Staff Licenses)	\$	626.00	\$	26.00	\$	600.00	\$	626.00
Repair & Maintenance	\$	2,978.00	\$	2,735.00	\$	243.00	\$	2,978.00
Membership Dues	\$	115.00	\$	-	\$	115.00	\$	115.00
Other Total	\$	37,211.00	\$	32,803.00	\$	4,408.00	\$	37,211.00
Direct	\$	355,412.00	\$	319,870.80			\$	319,870.80
Admin					\$	35,541.20	\$	35,541.20
\$	\$	355,412.00	\$	319,870.80	\$	35,541.20	\$	355,412.00
%		100%		90%		10%		100%

Foothill AIDS Project Ryan White Part - A Line Item Budget

Budget Period 3/1/2024 - 2/28/2025 SA - Narrative

	onnel FTE 2.65 T. Patton, Dir. Of Mental Health 0.5	\$	192,963
1		\$	58,163
	LCSW; Provides counseling services to address substance abuse problems in an outpatient setting. Services conducted in a group or individi responsibilities include coordinating and conducting psychiatric referrals, evaluations and assessments; creating treatment plans; and parti		
	conferences. Salary is split between other RW Service Categories not related to this service category.		-
2	E. Olivarria, Mental Health Clinician 0.15	\$	10,800
	Registered Marriage Family Therapist; Provides HIV specific psychological treatment and counseling services to individuals with a diagnosed a primary goal of improving and sustaining clients' quality of life. Services are conducted in a group or individual setting, and provided by a l		
	health professional. General responsibilities include coordinating and conducting individual therapy, group therapy, mental health intakes		
	creating treatment plans; referrals to psychiatrists; crisis intervention; and participating in case conferences		
3	A. Sanata, Substance Abuse Counselor 1.00	\$	60,000
	Bilingual. CADAC 1 Certified, Primary goal is to maintain and increase participation in medical care, maximize the effectiveness of HIV-relate		
	treatment through cessation or reduction of substance abuse. Provide counseling to address substance abuse problems in an outpatient se substance abuse screenings, crisis intervention services, group counseling and support groups, developing substance abuse plan w/ client,		
	involvement in aftercare plan to ensure goals and needs are met.	anum	annannn
4	J. Richardson, Substance Abuse Counselor 1.00	\$	64,000
	Bilingual. CADAC 1 Certified, Primary goal is to maintain and increase participation in medical care, maximize the effectiveness of HIV-relate	d me	dical care
	treatment through cessation or reduction of substance abuse. Provide counseling to address substance abuse problems in an outpatient se		
	substance abuse screenings, crisis intervention services, group counseling and support groups, developing substance abuse plan w/ client,	and m	aintaining
	involvement in aftercare plan to ensure goals and needs are met.		
ring	20	Ś	41,680
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health		
	Insurance 8.8% =	\$	41,68
rav		\$	77
	Local Travel for 1 personnel to engage clients at home or at other locations for linkage to care purposes.		
	117.42 miles/mon. \$0.55 cents per mil 12 month(s) =	Ş	77
·	tractual	Ś	42,04
.011	Social Service Professionals:	ş	42,04
	Bilingual. CADAC 1 Certified, Primary goal is to maintain and increase participation in medical care, maximize the effectiveness of HIV-relate	d	
	medical care and treatment through cessation or reduction of substance abuse. Provide counseling to address substance abuse problems in	٦	
	an outpatient setting, conducting substance abuse screenings, crisis intervention services, group counseling and support groups, developin	٦	
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	an outpatient setting; conducting substance abuse screenings, crisis intervention services, group counseling and support groups, developin Mental Health Clinician: allocation @ 100% of annual cost: \$42,045.00 = \$42,045.00 funding avail Jies: (San Bernardino/Riverside/Hesperia) Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per month) and postage meter. And if applicable, cost of purchasing phones/tablets/desktops/laptops and/or printers for staff use on RW services (based on previous year(s) expense) = Facility: shared cost with a allocation @ 7.29% of annual cost: \$68,400.00 = \$4,986.36 funding avail Office Supplies: Cost of office supplies necessary to deliever programs services such as classification folders, copy paper, files, pens, whiteboards, floor mats, small desk item etc., (based on previous year(s) expense) = Direct Program: cost with a allocation @ 7.29% of annual cost: \$63,600.00 = \$3,178.44 funding avail Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Program materials , and other handouts to be given out to clients, (based on previous year(s) expense) = Facility: shared cost with a allocation @ 7.29% of annual cost: \$10,975.00 = \$800.08 funding avail Training: integrated Case Management in the New Millennium: Devel	n g = \$ \$ = = = = = ; ;	9,60 4,98 2,41 1,14 24 67 14 32,80
Supp	an outpatient setting; conducting substance abuse screenings, crisis intervention services, group counseling and support groups, developin Mental Health Clinician: allocation @ 100% of annual cost: \$42,045.00 = \$42,045.00 funding avail Diles: (San Bernardino/Riverside/Hesperia) Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per month) and postage meter. And if applicable, cost of purchasing phones/tablets/desktops/laptops and/or printers for staff use on RW services (based on previous year(s) expense) = Facility: shared cost with a allocation @ 7.29% of annual cost: \$68,400.00 = \$4,986.36 funding avail Program Supplies: Cost of office supplies necessary to deliver programs services such as classification folders, copy paper, files, pens, whiteboards, floor mats, small desk item etc., (based on previous year(s) expense) = Direct Program: cost with a allocation @ 7.29% of annual cost: \$43,600.00 = \$3,178.44 funding avail Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other handouts to be given out to clients, (based on previous year(s) expense) = Facility: shared cost with a allocation @ 7.29% of annual cost: \$10,975.00 = \$800.08 funding avail Training: Integrated Case Management in the New Millennium: Development and Documentation of Client Contact, Individual Service Plan and Client Follow-up. Skill development in understanding professional roles to include ethical issues and boundaries, acutyle vel reduction, fusacid on previous year(s) expense) = F	n g s s s s s s s s s s s s s s s s s s	9,60 4,98 2,41 1,14 24 67
	an outpatient setting; conducting substance abuse screenings, crisis intervention services, group counseling and support groups, developin Mental Health Clinician: allocation @ 100% of annual cost: \$42,045.00 = \$42,045.00 funding avail Dies: (San Bernardino/Riverside/Hesperia) Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per month) and postage meter. And if applicable, cost of purchasing phones/tablets/desktops/laptops and/or printers for staff use on RW services (based on previous year(s) expense) = Facility: shared cost with a allocation @ 7.29% of annual cost: \$68,400.00 = \$4,986.36 funding avail Office Supplies: Cost of office supplies necessary to dellever programs services such as classification folders, copy paper, files, pens, whiteboards, floor mats, small desk item etc., (based on previous year(s) expense) = Direct Program: cost with a allocation @ 7.29% of annual cost: \$43,600.00 = \$3,178.44 funding avail Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Program Supplies: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Training: integrated Case Management in the New Millennium:: Development and Documentation of Client Contact, Individual Service Plane and Client Foldory-up. Skill development in understanding professional roles to include ethical issues and boundaries, acuity level reduction, (based	n g s s s s s s s s s s s s s s s s s s	9,60 4,98 2,41 1,14 24 67 14 32,80
	an outpatient setting; conducting substance abuse screenings, crisis intervention services, group counseling and support groups, developin Mental Health Clinician: allocation 100% of annual cost: \$42,045.00 = \$42,045.00 funding avail Statistics (San Bernardino/Riverside/Hesperia) Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per month) and postage meter. And if applicable, cost of purchasing phones/tablets/desktops/laptops and/or printers for staff use on RW services (based on previous year(s) expense) = Facility: shared cost with a allocation @ 7.29% of annual cost: \$68,400.00 = \$4,986.36 funding avail Office Supplies: Cost of orgins mupplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Printing/Duplication: Cost of program supplies such as educational materials, workbooks for client utilizations during treatment sessions, reference materials and other related program specific to include safe sex products like condoms, Narcan kits to be offered to group Facility: shared cost with a allocation @ 7.29% of annual cost: \$15,700.00 = \$1,144.53 funding avail Printing/Duplication: Cost of printing and duplication services associated with the contract such as printing of appointment cards for client program supplies and duplication evices associated with the contract such as printing of appointment cards for client Facility: shared cost with a allocation @ 7.29% of annual cost: \$10,975.00 = \$800.08 funding avail Printing: Integrated Case Management in the New Millennium: Development and Documentation of Client Contact, Individual Service Plant and Client Follow-up. Skill development in understanding professional roles to include ethical issues and boun	n g s s s s s s s s s s s s s s s s s s	9,60 4,92 2,4 1,1,1 2,2 6° 1,1 32,80

 miss appointments and conducting crisis intervention when needed; internet and text messaging system used to remind clients of appointments/groups, and other announcements, (based on previous year(s) expense) =

 Facility: shared cost with a allocation @
 7.29%
 of annual cost:
 \$56,348.00
 =
 \$4,107.77
 funding avail =
 \$

 Utilities expenses, lights, water and trash/bio waste (based on previous year(s) expense) =
 Facility: shared cost with a allocation @
 7.29%
 of annual cost:
 \$43,400.00
 =
 \$3,163.86
 funding avail =
 \$

 Licenses (Essential Software/Staff Licenses) - Computer Software licenses, Outreach Street Permits, (based on previous year(s) expense) =
 Facility: shared cost with a allocation @
 7.29%
 of annual cost:
 \$43,400.00
 =
 \$3,163.86
 funding avail =
 \$

 Direct Program: cost with a allocation @
 7.29%
 of annual cost:
 \$2,260.00
 =
 \$164.75
 funding avail =
 \$

 Repair & Maintenance, AC/Heating, plumbing, carpet/fixtures etc, (based on previous year(s) expense) =
 Direct Program: cost with a allocation @
 7.29%
 of annual cost:
 \$38,260.00
 =
 \$2,789.15
 funding avail =
 \$

 Repair & Maintenance, AC/Heating, plumbing, carpet/fixtures etc, (based on previous year(s) expense) =
 Direct Program: cost with a allocation @
 7.2

Direct Costs Total

Administrative Costs Personnel

r

2,963.00

26.00

2,735.00

\$ 319,870.80

\$ 14,745.58

\$ 9,180.00

	management of all pre- and post- award gran	t activities inclu	ding: budget and	expenditure ju		proposed an	d awarded grants	and th	
	renewals; fund analysis, including forecasts o expenditures to individual fund accounts as n	f anticipated sur	rplus/deficits of p	rogram budge					
	A. Cespedes, Office Manager / Bookeeper	0.025	\$71,201.00					\$	1,78
	Compute, classify, and record numerical data	to keep financia	al records comple	te. Perform an	y combination of	f routine calcu	ulating, posting, a	-	
	to obtain primary financial data for use in ma C. Hicks, Grants Manager	intaining accour 0.03	\$63,648.00					*	1 00
	Plans and execute the grantmaking process b	y working with t	the program man				ne annual budget,	\$ suppo	1,90 ort progr
	staff in researching funding opportunities, ma	anage document	ts and deadlines,						
	S. Martinez, Operations Manager Responsible for assisting in the development	0.03	\$62,537.00	turar an				\$ high cu	1,87 istomer
	Responsible for assisting in the development services.	and implementa	ation of policies, _F	rocedures, an	d best practices	that ennance	the delivery نه ه	high cu	Istomei
Fring	g Calculated at 21.6%: FICA 7.25% (SS 7.65% + I	· · - · · · · · · · · · · · · · · · · ·	Morker's Comp 2	• • • • • • • • • • • • • • • • • • •			Loolth	\$	3,18
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + 1 Insurance 8.8% =	Vieu-cai 1,,	WOIKE 3 COF	.00%, 31312 .	nempioyment	Surance S.c	anu neara.	\$	3,18
Trav	nel .							\$	73
ine.	Travel for personnel to engage community p	rogram collabora	ations for linkage	to care purpos	ses.			ş	
	Local	59.51		\$0.55	cents per mil	12	month(s) =	\$	39
	Distance	52.25	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	34
upp	plies							\$	6,14
<u> </u>	Equipment: Equipment Lease/Purchase/Main								
	per month) and postage meter. And if applica on previous year(s) expense) =	ible, cost or pure	chasing desktops/	laptops and/o	r printers for star	f use on KW s	services, (baseu		
	Admin Facility: shared cost with a allocation	1.94%	of annual cost:	\$65,566.84	=	\$1,272.00	funding avail =	- 5	1.2
	Office Supplies: Cost of office supplies necess				s, copy paper, file		-	Ş	1,2
	cabinets, desks, lights etc. , (based on previou	us year(s) expen	se) =						
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$59,339.84	=	\$1,151.19	funding avail =	= \$	1,1
	Program Supplies: Group Coffee, creamer, p	lates etc., for we	eekly groups (bas	ed on previous	year(s) expense) =			
	Admin Facility: shared cost with a allocation	100.00%	of annual cost:	\$3,020.00	=	\$3,020.00	funding avail =	= s	3,0
	@ Printing/Duplication: Cost of printing and du				uch as agency br		-	Ş	3,0
	training materials, and other handouts to be								
	Admin Facility: shared cost with a allocation	1.94%	of annual cost:	\$9,602.40	=	\$186.29	funding avail =	s s	1
	Postage: Mail proposals, invoices for reimbur	sement, certific	ations, state licen	se and insurar	nces, (based on p	revious year(s	s) expense) =		
	Admin Facility: shared cost with a allocation								
	@	1.94%	of annual cost:	\$3,000.00	=	\$58.20	funding avail =	= ş	
	@ Training - Eclinical data base training, fire safe			\$3,000.00	=	\$58.20	funding avail =	\$	
	@			\$3,000.00	=	\$58.20 \$572.30	funding avail = funding avail =	Ţ	
	@ Training - Eclinical data base training, fire safe	ety, active shoot	er training		=		-	Ť	5
ont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation Tractual	ety, active shoot 1.94%	er training of annual cost:	\$29,500.00	= =	\$572.30	funding avail =	Ť	5
Cont	 Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation 	ety, active shoot 1.94%	er training	\$29,500.00	= = al Statements, 99	\$572.30	funding avail =	Ť	5
Cont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation Factual Kwan & Company CPA Inc	ety, active shoot 1.94% Annual Indepe	er training of annual cost: ndent Auditor, pr	\$29,500.00 epares Finanic	= = al Statements, 99	\$572.30 90s, (based or	funding avail = n direct FTE	÷ \$	5 \$6,3
Cont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation Tractual	1.94% Annual Indepenallocation) = 7.29%	er training of annual cost:	\$29,500.00 epares Finanic \$29,805.10	=	\$572.30 90s, (based or \$2,172.79	funding avail = n direct FTE funding avail =	÷ \$	5 \$6,3
Cont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong	1.94% Annual Indeper allocation) = 7.29% Monthly accou	er training of annual cost: ndent Auditor, pro of annual cost: nting (reconciliati	\$29,500.00 epares Finanic \$29,805.10 on) services, (= based on previou	\$572.30 90s, (based or \$2,172.79 is year(s) expe	funding avail = n direct FTE funding avail = ense) =	= \$	5 \$6, 3 \$2,0
Cont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation Tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @	ty, active shoot 1.94% Annual Indeper allocation) = 7.29% Monthly accou	er training of annual cost: ndent Auditor, pr of annual cost:	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86	= based on previou =	\$572.30 00s, (based or \$2,172.79 is year(s) expe \$1,040.49	funding avail = n direct FTE funding avail = ense) = funding avail =	= \$	5 \$6,5 \$2,1
Cont	Training - Eclinical data base training, fire soft Admin Facility: shared cost with a allocation Tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Elene Wong Facility: shared cost with a allocation @	Annual Indepe allocation) = 7.29% Monthly accou 7.29% Facilitaties Hur Iabor laws. Cor	er training of annual cost: ndent Auditor, pro of annual cost: nting (reconciliati of annual cost: man Resources pc tract HR personn	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 licies and proc el to manage t	= based on previou = cedures in accord workforce planni	\$572.30 90s, (based or \$2,172.79 is year(s) exper \$1,040.49 lance with all ng, employee	funding avail = n direct FTE funding avail = ense) = Federal and State onboarding, HR	= \$	5 \$6, 3 \$2,0
Cont	Training - Eclinical data base training, fire soft Admin Facility: shared cost with a allocation Tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Elene Wong Facility: shared cost with a allocation @	Annual Indepeallocation) = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Cor record retentic	er training of annual cost: ndent Auditor, pr of annual cost: nting (reconciliati of annual cost: man Resources pc	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 flicies and proc el to manage t	= based on previou = cedures in accord workforce planni ormance manage	\$572.30 90s, (based or \$2,172.79 is year(s) exper \$1,040.49 lance with all ng, employee	funding avail = n direct FTE funding avail = ense) = Federal and State onboarding, HR	= \$	5 \$6,5 \$2,1
Cont	Training - Eclinical data base training, fire soft Admin Facility: shared cost with a allocation Tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Elene Wong Facility: shared cost with a allocation @	Annual Indepeallocation) = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Cor record retentic	er training of annual cost: ndent Auditor, pro- of annual cost: nting (reconciliati of annual cost: man Resources po thract HR personn n, Employee engr	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 flicies and proc el to manage t	= based on previou = cedures in accord workforce planni ormance manage	\$572.30 90s, (based or \$2,172.79 is year(s) exper \$1,040.49 lance with all ng, employee	funding avail = n direct FTE funding avail = ense) = funding avail = Federal and State onboarding, HR cccession planning		5 \$6,3 \$2,0 \$1,0
Cont	Training - Eclinical data base training, fire soft Admin Facility: shared cost with a allocation Admin Facility: shared cost with a allocation @ Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR	ty, active shoot 1.94% Annual Indepe allocation = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Cor record retention for FAP staffing 7.29% Risk managem	er training of annual cost: ndent Auditor, pro- of annual cost: nnting (reconciliati of annual cost: man Resources po trract HR personn, n, Employee eng 3 body, (based on of annual cost: ent for FAP staffir	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 licies and proc el to manage i agement, perf previous year \$36,026.99 ig body, assess	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = sing CAL-OSHA re	\$572.30 905, (based or \$2,172.79 ss year(s) expo \$1,040.49 lance with all nag, employee ement and sue \$2,626.37	funding avail = n direct FTE funding avail = ense) = funding avail = Federal and State e onboarding, HR cccession planning funding avail =		5 \$6,3 \$2,0 \$1,0
Cont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR Facility: shared cost with a allocation @ Risk Management Consultant	ty, active shoot 1.94% Annual Indeper allocation = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Cor record retention for FAP staffing 7.29% Risk managem procedures (ba	er training of annual cost: ndent Auditor, pro- of annual cost: nting (reconciliati of annual cost: man Resources po thract HR personn n, Employee engr g body, (based on of annual cost:	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 licies and proc el to manage i agement, perf previous year \$36,026.99 ig body, assess	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = sing CAL-OSHA re	\$572.30 905, (based or \$2,172.79 ss year(s) expo \$1,040.49 lance with all nag, employee ement and sue \$2,626.37	funding avail = n direct FTE funding avail = ense) = funding avail = Federal and State e onboarding, HR cccession planning funding avail =		
Cont	Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR Facility: shared cost with a allocation @	ty, active shoot 1.94% Annual Indepe allocation = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Cor record retention for FAP staffing 7.29% Risk managem	er training of annual cost: ndent Auditor, pro- of annual cost: nnting (reconciliati of annual cost: man Resources po trract HR personn, n, Employee eng 3 body, (based on of annual cost: ent for FAP staffir	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 licies and proc el to manage i agement, perf previous year \$36,026.99 ig body, assess	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = sing CAL-OSHA re	\$572.30 905, (based or \$2,172.79 ss year(s) expo \$1,040.49 lance with all nag, employee ement and sue \$2,626.37	funding avail = n direct FTE funding avail = ense) = funding avail = Federal and State e onboarding, HR cccession planning funding avail =	= \$	5 \$6,3 \$2,0 \$1,0 \$2,6
	@ Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation @ tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR Facility: shared cost with a allocation @ Risk Management Consultant Facility: shared cost with a allocation @	ty, active shoot 1.94% Annual Indeper allocation = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Cor record retention for FAP staffing 7.29% Risk managem procedures (ba	er training of annual cost: ndent Auditor, pro- of annual cost: nting (reconciliati of annual cost: man Resources po thract HR personn n, Employee engr g body, (based on of annual cost: ent for FAP staffin ased on previous y	\$29,500.00 epares Finanice \$29,805.10 on) services, (\$14,272.86 licies and prov el to manage agement, perf previous year \$36,026.99 Ig body, assess year(s) expens	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = sing CAL-OSHA re	\$572.30 205, (based or \$2,172.79 15 year(s) expo \$1,040.49 1ance with all ang, employee ement and suc \$2,626.37 gulations, pol	funding avail = n direct FTE funding avail = ense) = funding avail = rederal and State onboarding, HR cccession planning funding avail = licies and	- S	5 \$6,5 \$2,0 \$1,0 \$2,6 \$2,6
	@ Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation @ tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR Facility: shared cost with a allocation @ Risk Management Consultant Facility: shared cost with a allocation @	ty, active shoot 1.94% Annual Indepe allocation) = 7.29% Monthly accou 7.29% Facilitates Hurl labor laws. Cor record retentiti for FAP staffing 7.29% Risk managem procedures (ba 7.29%	er training of annual cost: ndent Auditor, pro- of annual cost: nting (reconciliati of annual cost: man Resources po thract HR personn n, Employee engr g body, (based on of annual cost: ent for FAP staffin ased on previous y	\$29,500.00 epares Finanic \$29,805.10 oon) services, (\$14,272.86 filicies and proce el to manage agement, perf previous year \$36,026.99 ig body, assess rear(s) expens \$7,826.09	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = sing CAL-OSHA re e) = =	\$572.30 905, (based or \$2,172.79 95 year(s) exper- sis year(s) exper- gulations, pol- \$570.52	funding avail = n direct FTE funding avail = ense) = funding avail = rederal and State onboarding, HR cccession planning funding avail = licies and	= \$	5 \$6,5 \$2,0 \$1,0 \$2,6 \$2,6
	@ Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation @ tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR Facility: shared cost with a allocation @ Risk Management Consultant Facility: shared cost with a allocation @	ty, active shoot 1.94% Annual Indepe allocation) = 7.29% Monthly accou 7.29% Facilitaties Hur labor laws. Corr record retentic for FAP staffing 7.29% Risk managem procedures (ba 7.29% Office lease fac	er training of annual cost: ndent Auditor, pro- of annual cost: inting (reconciliati of annual cost: inting (reconciliati of annual cost: sbody, (based on of annual cost: of annual cost: of annual cost:	\$29,500.00 epares Finanic \$29,805.10 on) services, (\$14,272.86 lilicies and proc el to manage \$36,026.99 Ig body, assess eear(s) expens \$7,826.09 ased on previc	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = sing CAL-OSHA re e) = =	\$572.30 905, (based or \$2,172.79 is year(s) experiment and succe \$1,040.49 lance with all ng, employee ment and succ \$2,626.37 guilations, pol \$570.52 sep) =	funding avail = n direct FTE funding avail = ense) = funding avail = Federal and State onboarding, HR cccession planning funding avail = funding avail =	• • • • • • • • • • • • • • • • • • •	5 \$6,3 \$2,0 \$1,0 \$2,0 \$2,0 \$2,0 \$2,0 \$2,0 \$2,0 \$1,0 \$2,0 \$1,0 \$2,0 \$1,0 \$2,0 \$1,0 \$1,0 \$2,0 \$1,0 \$1,0 \$1,0 \$1,0 \$1,0 \$1,0 \$1,0 \$1
	@ Training - Eclinical data base training, fire safe Admin Facility: shared cost with a allocation @ tractual Kwan & Company CPA Inc Facility: shared cost with a allocation @ Ellene Wong Facility: shared cost with a allocation @ Insight HR Facility: shared cost with a allocation @ Risk Management Consultant Facility: shared cost with a allocation @ Risk Management Consultant Facility: shared cost with a allocation @	ty, active shoot 1.94% Annual Indepe allocation) = 7.29% Monthly accou 7.29% Facilitaties Hur labor law. Cor record retentiti for FAP staffing 7.29% Risk managem procedures (ba 7.29% Office lease fac 1.94%	er training of annual cost: indent Auditor, pro- of annual cost: inting (reconciliati of annual cost: man Resources po an Resources po sody, (based on of annual cost: of annual cost: of annual cost:	\$29,500.00 epares Finanic \$29,805.10 oon) services, (\$14,272.86 licles and proc el to manage agement, perf previous year \$36,026.99 ye body, assess ear(s) expens \$7,826.09 ased on previo \$66,391.60	= based on previou = cedures in accord workforce planni ormance manage (s) expense) = = = sing CAL-OSHA re e) = = = =	\$572.30 905, (based or \$2,172.79 15 year(s) experiment \$1,040.49 1ance with all 1g, employee erment and suc \$2,626.37 gulations, pol \$2,626.37 (gulations, pol \$570.52 \$570.52 \$59) = \$1,288.00	funding avail = n direct FTE funding avail = ense) = funding avail = Federal and State onboarding, HR cccession planning funding avail = funding avail =	= S	5 \$6,3 \$2,0 \$1,0 \$2,6
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Admin Facility: shared cost with a allocation

Admin Facility: shared cost with a allocation

Repair & Maintenance

Repair & Maintenance, AC/Heating, plumbing, etc, (based on previous year(s) expense) =

600.00

243.00

	Membership Dues	Post vacant p							
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$5,930.00	=	\$115.04	funding avail =	\$	115.00
Admin Costs Total									35,541.20
GRAND TOTAL									

Psychosocial FB - 5.31.24 \$92,915.00											
	Salary		Program FTE	Program Cost		Direct Costs		Admin Costs		Pro	ogram Total
Personnel											
M. Chen / A. Rodriguez	\$	55,120	1.00	\$	55,120.00	\$	55,120.00	\$	-	\$	55,120.00
A. Cespedes	\$	71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
C. Hicks	\$	63,648	0.03	\$	1,909.44	\$	-	\$	1,909.44	\$	1,909.44
S. Martinez	\$	62 <i>,</i> 537	0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
Personnel Subtotal				\$	60,685.58	\$	55,120.00	\$	5,565.58	\$	60,685.58
Fringe		Percent	Program Cost		Direct Costs		Admin Costs		Program Total		
FICA			7.5%	\$	4,551.42	\$	4,134.00	\$	417.42	\$	4,551.42
Staff Insurance (Health)			8.8%	\$	5,340.33		4,850.56	\$	489.77	\$	5,340.33
Disability (SUI)			3.3%	\$	2,002.62	\$	1,818.96	\$	183.66	\$	2,002.62
Worker's Compensation			2.0%	\$	1,213.71	\$	1,102.40	\$	111.31	\$	1,213.71
Fringe Subtotal			21.6%	\$	13,108.08	\$	11,905.92	\$	1,202.16	\$	13,108.08
Total Personnel				\$	73,793.66	\$	67,025.92	\$	6,767.74	\$	73,793.66
Travel			Pro	ogram Cost	Di	rect Costs	Ad	lmin Costs	Pro	ogram Total	
Local Travel (Mileage)				\$	115.00	\$	75.00	\$	40.00	\$	115.00
Travel Total				\$	115.00	\$	75.00	\$	40.00	\$	115.00
Supplies			Pro	ogram Cost	Di	rect Costs	Ad	lmin Costs	Pro	gram Total	
Equipment < \$5,000				\$	1,430.00	\$	1,342.00	\$	88.00	\$	1,430.00
Office: Supplies / Furniti	ure			\$	1,024.00	\$	968.00	\$	56.00	\$	1,024.00
Program Supplies				\$	300.00	\$	300.00			\$	300.00
Printing/Advertising Cos	ts*			\$	265.00	\$	258.00	\$	7.00	\$	265.00
Training				\$	453.00	\$	453.00	\$	-	\$	453.00
Postage				\$	45.34	\$	32.58	\$	12.76	\$	45.34
Supplies Total				\$	3,517.34	\$	3,353.58	\$	163.76	\$	3,517.34
Contractual			Program Cost		Di	rect Costs	Admin Costs		Program Total		
Kwan & Company CPA II	าต			\$	325.00			\$	325.00	\$	325.00
Ellene Wong				\$	130.00			\$	130.00	\$	130.00
Insight HR				\$	725.00			\$	725.00	\$	725.00
Risk Management Consultant	t			\$	175.00			\$	175.00	\$	175.00
Contractual Total				\$	1,355.00	\$	-	\$	1,355.00	\$	1,355.00
Other				Pro	ogram Cost	Di	rect Costs	Ad	lmin Costs	Pro	ogram Total
Rent*				\$	9,718.00	\$	9,138.00	\$	580.00	\$	9,718.00
Telephone/Communication	\$ 1,378.00	\$ 1,282.00	\$ 96.00	\$ 1,378.00							
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Property Insurance*	\$ 107.00		\$ 107.00	\$ 107.00							
Utlilties*	\$ 1,566.00	\$ 1,525.00	\$ 41.00	\$ 1,566.00							
Licenses (Essential Software/Staff Licenses)	\$ 126.00	\$ 110.00	\$ 16.00	\$ 126.00							
Repair & Maintenance	\$ 1,156.00	\$ 1,114.00	\$ 42.00	\$ 1,156.00							
Staff Recruitment	\$ 83.00		\$ 83.00	\$ 83.00							
Other Total	\$ 14,134.00	\$ 13,169.00	\$ 965.00	\$ 14,134.00							
Direct	\$ 92,915.00	\$ 83,623.50		\$ 83,623.50							
Admin			\$ 9,291.50	\$ 9,291.50							
\$	\$ 92,915.00	\$ 83,623.50	\$ 9,291.50	\$ 92,915.00							

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025

	Budg		/2024 - 2/28/2 Narrative	025					
irect Cos	sts								
	Barran I	FTF		1.00					
/IH/SA	Personnel 1 M. Chen/A. Rodriguez, Case Manager	FTE		1.00				\$ \$	55,120.00
10/34	General responsibilities include providing sup coordinating care plans with medical case ma			nducting HIV s				one s	55,120.0
	Fringe	_	_		_	_	_	\$	11,905.9
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + N	/led-Cal 1.45%),	Worker's Comp 2	.00%, State U	nemployment Ins	urance 3.3%	and Health	\$	11,905.9
	Travel							\$	75.0
	Local Travel for 1 personnel to engage clients	at home or at o	ther locations for	linkage to car	e purposes.				
		11.36	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	75.0
	Supplies: (San Bernardino/Riverside/Hes	peria)						\$	3,353.5
	Equipment Lease/Purchase/Maintenance: Cc and postage meter. And if applicable, cost of (based on previous year(s) expense) =	ost of equipment							
	Facility: shared cost with a allocation @	4.90%	of annual cost:	\$68,400.00	=	\$3,351.60	funding avail =		1,342.0
	Office Supplies: Cost of office supplies necess whiteboards, floor mats, small desk item etc.,				fication folders, c	opy paper, fil	es, pens,		
	Direct Program: cost with a allocation @	4.90%	of annual cost:		=	\$2,136.40	funding avail =		968.
_	Program Supplies: Cost of program supplies s reference materials and other related program							_	
	Facility: shared cost with a allocation @	4,90%	of annual cost:	\$15,700.00	=	\$769.30	funding avail =		300.
	Printing/Duplication: Cost of printing and dup	plication services	s associated with	the contract s	uch as printing of		÷		366.
	program materials, and other handouts to be	-			expense) =				
	Facility: shared cost with a allocation @	4.90%	of annual cost:	\$10,975.00	=	\$537.78	funding avail =		258
	Training: Integrated Case Management in the and Client Follow-up. Skill development in un (based on previous year(s) expense) =								
	Facility: shared cost with a allocation @	4.90%	of annual cost:	\$9,250.00	=	\$453.25	funding avail =		453
	Postage: Mail appointment reminder cards, r	eferrals and/or o	ertification eligib	ility, (based or	n previous year(s)	expense) =			
	Direct Program: cost with a allocation @	100.00%	of annual cost:	\$32.58	=	\$32.58	funding avail =		32
	Other							¢	13,169.
	Rent* - Cost of facility rent for office dedicate	d for RW service	es, based on prior	year plus incr	eased rates for cu	urrent year, (l	based on previous	¥	20,202
	Facility: shared cost with a allocation @	4.90%	of annual cost:			\$15,606.50		\$	9,138
	Telephone/Communication - Direct cost of te								
	miss appointments and conducting crisis inter appointments/groups, and other announcem				iging system used	l to remind cli	ients of		
	Facility: shared cost with a allocation @	4.90%	of annual cost:	\$56,348.00	=	\$2,761.05	funding avail =	\$	1,282
	Utlilties expenses, lights, water and trash/bio	waste (based o	n previous year(s	expense) =					
	Facility: shared cost with a allocation @	4.90%	of annual cost:	\$43,400.00	=	\$2,126.60	funding avail =	\$	1,525
	Licenses (Essential Software/Staff Licenses) -	- Computer Softv	vare licenses, Out	treach Street I	Permits, (based o	n previous ye	ar(s) expense =		

 Direct Program: cost with a allocation @
 4.90%
 of annual cost:
 \$2,260.00
 =
 \$110.74
 funding avail =
 \$
 \$110.00

 Repair & Maintenance, AC/Heating, plumbing, carpet/fixtures etc. (based on previous year(s) expense) =
 Direct Program: cost with a allocation @
 4.90%
 of annual cost:
 \$38,260.00
 =
 \$1,874.74
 funding avail =
 \$
 1,114.00

Direct Costs Total

\$ 83,623.50

Personnel	FTE	Annual Salary	0.09				\$	5,565
A. Cespedes, Office Manager / Bookeeper	0.025	\$71,201.00					\$	1,780
Compute, classify, and record numerical data to to obtain primary financial data for use in main			e. Perform a	ny combination of	f routine calcu	lating, posting, an	d veri	fying dut
C. Hicks, Grants Manager	0.03	\$63,648.00					\$	1,909
Plans and execute the grantmaking process by staff in researching funding opportunities, man						e annual budget, s	suppo	rt progra
S. Martinez, Operations Manager	0.03	\$62,537.00					\$	1,876
Responsible for assisting in the development ar services.	nd implemen	ntation of policies, p	rocedures, a	nd best practices	that enhance t	he delivery of a hi	igh cu	stomer
Fring							\$	1,202
Fring Calculated at 21.6%: FICA 7.25% (SS 7.65% + Me Insurance 8.8% =	ed-Cal 1.45%), Worker's Comp 2	.00%, State U	Inemployment Ins	surance 3.3% a	and Health	\$ \$	
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Me	ed-Cal 1.45%), Worker's Comp 2	.00%, State U	Inemployment Ins	surance 3.3% a	nd Health	·	1,202
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Me Insurance 8.8% =				. ,	surance 3.3% a	nd Health	\$	1,202
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Me Insurance 8.8% =		prations for linkage		. ,	surance 3.3% a	month(s) =	\$	1,202. 1,202. 40.
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Me Insurance 8.8% = Travel Travel for personnel to engage community pro Local	ogram collabo	prations for linkage	to care purpo	oses.			\$ \$	1,202 40 40
Calculated at 21.6%: FICA 7.25% (SS 7.65% + Me Insurance 8.8% = Travel Travel to engage community proj	ogram collabo 6.C enance: Cost	of equipment lease	to care purpo \$0.55	cents per mil	12 of number of c	month(s) = opies allowed	\$ \$ \$	1,202 40

Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$59,339.84	=	\$1,068.12	funding avail =	\$	5
Printing/Duplication: Cost of printing and du								
training materials, and other handouts to be	given out to ve	indors, staff and vol	unteers, (based o	n previous y	ear(s) expense) =		
Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$9,602.40	=	\$172.84	funding avail =	\$	
Postage: Mail proposals, invoices for reimbu	rsement, certif	ications, state licen	se and insurances	, (based on	previous year(s) expense) =		
Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$3,000.00	=	\$54.00	funding avail =	s	1
Lm Lm							Ŧ	
ractual								\$1,3
Kwan & Company CPA Inc	Annual Indep allocation) =	endent Auditor, pre	epares Finanical S	tatements, 9	190s, (based on	direct FTE		
Facility: shared cost with a allocation @	7.29%	of annual cost:	\$29,805.10	=	\$2,172.79	funding avail =	\$	3
Ellene Wong	Monthly acco	ounting (reconciliation	on) services, (bas	ed on previo	us year(s) expe	nse) =		
Facility: shared cost with a allocation @	7.29%	of annual cost:	\$14 272 86	-	\$1.040.49	funding avail =	¢	1
Insight HR	Facilitaties H	uman Resources po		ures in accor	1 /	-	Ŷ	-
		ontract HR personn tion, Employee enga						
		ng body, (based on			ement and suc	cession planning		
Facility: shared cost with a allocation @	7.29%	of annual cost:	\$36,026.99	_	\$2.626.37	funding avail =		_
Risk Management Consultant		ment for FAP staffin		- CAL-OSHA r	1 /	-	Ş	7
-	procedures (I	based on previous y	ear(s) expense) =					
Facility: shared cost with a allocation @	7.29%	of annual cost:	\$7,826.09	=	\$570.52	funding avail =	\$	1
r							ś	96
Rent*	Office lease f	acility expenses, (ba	ised on previous	/ear(s) expe	nse) =		Ŷ	50
Admin Facility: shared cost with a allocation	1.80%	of annual cost:			\$1,195.05	e 11 - 11		
@ Telephone/Communication		conducting client for	+	=	+-)	funding avail =	\$	58
	crisis interver	ntion when needed; s/groups, and other	internet and tex	messaging	system used to	remind clients of		
Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$41 860 47	-	\$753.49	funding avail =		_
@ Utlilties*		nditions repairs (filt		- nt bulbs, mir		-	Ş	9
		evious year(s) exper		,				
Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$47,261.82	=	\$850.71	funding avail =	ć	4
Property Insurance*	Professional,	lity, Auto Physical, A directors and office	rs umbrelia prop				Ŷ	
	(based on pre	evious year(s) exper	ise) =					
Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$23,930.98	=	\$430.76	funding avail =	\$	10
Certifications / Licenses	for processin	cation for employee g Direct FTE to com enses with allocation	plete New Hire O	nboarding tr	aining expense	e) = EHE annual		
Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$30,907.73	=	\$556.34	funding avail =	s	1
Repair & Maintenance	Repair & Mai	ntenance, AC/Heati	ng, plumbing,etc,	(based on p	revious year(s)	expense) =	+	
Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$17,104.28	=	\$307.88	funding avail =	s	4
	Post vacant n	ositions on social m	edia sites to recr	uit new emp	loyees, include	indeed	Ŧ	
@	i ost vacant p							
@ Membership Dues Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$5,900.00	-	\$106.20	funding avail =		8

Foothill AIDS Project Ryan White Part - A Line Item Budget

	I	Budget Per	riod	5/1/2024	2/28	8/2025				
Non-Medical CM		Drogram	FE	8 - 5.31.24					\$	345,258.00
S	alary	Program FTE	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Personnel										
L. Pinedo , Program Mana 🖇	76,500	0.15	\$	11,475.00		11,475.00	\$	-	\$	11,475.00
A. Estrada - Riverside \$	56,500	1.00	\$	56,500.00	\$	56,500.00	\$	-	\$	56,500.00
	58,240	0.60	\$	34,944.00	\$	34,944.00	\$	-	\$	34,944.00
	42,240	1.00	\$	42,240.00	\$	42,240.00	\$	-	\$	42,240.00
T. Knight - San Bern \$	61,527	1.00	\$	61,527.00	\$	61,527.00	\$	-	\$	61,527.00
	53,000	0.06	\$	9,180.00	\$	-	\$	9,180.00	\$	9,180.00
	71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
	63,648	0.03	\$	1,909.44	\$	-	\$	1,909.44	\$	1,909.44
	62,537	0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
Personnel Subtotal			Ş	221,431.58	Şź	206,686.00	\$	14,745.58	Ş	221,431.58
Fringo		Percent	Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Fringe FICA		7.5%	\$	16,607.37		15,501.45	\$	1,105.92	\$	16,607.37
Staff Insurance (Health)		8.8%	\$	19,485.98	\$	18,188.37	\$	1,297.61	\$	19,485.98
Disability (SUI)		3.3%	\$	7,307.24		6,820.64	\$	486.60		7,307.24
Worker's Compensation		2.0%	\$	4,428.63	\$	4,133.72	\$	294.91	\$	4,428.63
Fringe Subtotal		21.6%	\$	47,829.22	\$	44,644.18	\$	3,185.04	\$	47,829.22
Total Personnel			ć.	269,260.80	Ś	251,330.18	\$	17,930.62	ć.	269,260.80
			. ڊ	209,200.80	Ş,	291,330.18	Ş	17,930.02	. د	209,200.80
Personnel Without Benefits										
	12,160	1.00	\$	12,160.00	\$	12,160.00	\$	-	\$	12,160.00
Personnel Subtotal			\$	12,160.00	\$	12,160.00	\$	-	\$	12,160.00
Travel			Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Local Travel (Mileage)			\$	711.00	\$	578.00	\$	133.00	\$	711.00
Travel Total			\$	711.00		578.00	\$	133.00	•	711.00
			Pro	ogram Cost	Di	rect Costs	Ac	lmin Costs	Pro	ogram Total
Supplies			\$	5,498.00	\$	5,172.00	\$	326.00	\$	5,498.00
Equipment < \$5,000 Office: Supplies / Furniture	-		\$	3,667.00	\$	3,462.00	\$	205.00	\$	3,667.00
Printing/Advertising Costs			\$	945.00	\$	865.00	\$	80.00	\$	945.00
Training				1,115.00	\$	645.00	\$	470.00	ې \$	1,115.00
			c			045.00	ç	470.00		1,113.00
-			\$ ¢			07 02	ć	67.82	•	
Postage			\$	164.84	\$	97.02	\$ \$	67.82 1.148.82	\$	164.84
•						97.02 10,241.02	\$ \$	67.82 1,148.82	•	
Postage			\$ \$	164.84	\$ \$		\$		\$ \$	164.84 11,389.84
Postage Supplies Total			\$ \$	164.84 11,389.84	\$ \$	10,241.02	\$	1,148.82	\$ \$	164.84 11,389.84
Postage Supplies Total Contractual			\$ \$	164.84 11,389.84	\$ \$ Di	10,241.02	\$	1,148.82 Imin Costs	\$ \$ Prc \$	164.84 11,389.84 Ogram Total 1,897.00
Postage Supplies Total Contractual Kwan & Company CPA Inc			\$ \$	164.84 11,389.84 ogram Cost \$1,897.00	\$ \$ Di \$ \$	10,241.02	\$	1,148.82 Imin Costs \$1,897.00	\$ \$ Pro \$ \$	164.84 11,389.84 ogram Total 1,897.00 1,233.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong	eening		\$ \$	164.84 11,389.84 ogram Cost \$1,897.00 \$1,233.00	\$ \$ Di \$ \$ \$	10,241.02	\$	1,148.82 Imin Costs \$1,897.00 \$1,233.00	\$ \$ Prc \$ \$ \$	164.84 11,389.84 0 0 1,897.00 1,233.00 4,210.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR	eening		\$ \$	164.84 11,389.84 ogram Cost \$1,897.00 \$1,233.00 \$4,210.00	\$ \$ Di \$ \$ \$	10,241.02	\$	1,148.82 Imin Costs \$1,897.00 \$1,233.00 \$4,210.00	\$ \$ Prc \$ \$ \$ \$	164.84 11,389.84
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total	eening		\$ \$ Pro	164.84 11,389.84 ogram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00	\$ \$ Di \$ \$ \$ \$ \$	10,241.02 rect Costs - - - -	\$ Ac \$	1,148.82	\$ \$ Prc \$ \$ \$ \$ \$ \$	164.84 11,389.84 0gram Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scree	eening		\$ \$ Pro	164.84 11,389.84 pgram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ 0	10,241.02 rect Costs - - - - -	\$ Ac	1,148.82	\$ \$ Prc \$ \$ \$ \$ \$ \$	164.84 11,389.84 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 0 0 0 0 0 0 0 0 0 0 0 0
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scree Contractual Total Other	-		\$ \$ Pro \$ Pro	164.84 11,389.84 ogram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 ogram Cost	\$ \$ Di \$ \$ \$ \$ \$ 1 1 1 1 1 1 1 1 1 1	10,241.02 rect Costs - - - - - - -	\$ Ac	1,148.82	\$ \$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 0 0 0 0 0 0 0 0 1,23.00 1,23.00 2,7,183.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scree Contractual Total Other Rent*	-		\$ \$ Pro \$ Pro	164.84 11,389.84 ogram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 ogram Cost 29,381.00	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs 	\$ Ac \$ Ac \$	1,148.82	\$ \$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 Dgram Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 Dgram Total 27,183.00 6,320.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scree Contractual Total Other Rent* Telephone/Communicatio	-		\$ \$ Pro \$ \$	164.84 11,389.84 pgram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 pgram Cost 29,381.00 8,140.00	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ \$ \$ 0	10,241.02 rect Costs 	\$ Ac \$ Ac \$	1,148.82 imin Costs \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 imin Costs 1,657.00 1,802.00	\$ Prc \$ \$ \$ S Prc Prc \$ \$ \$	164.84 11,389.84 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 0 0 0 0 0 0 0 1,23.00 6,320.00 943.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance*	n	Licenses)	\$ \$ Pro \$ \$ \$	164.84 11,389.84 pgram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 pgram Cost 29,381.00 8,140.00 943.00	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs - - - - - - - - - - - - -	\$ Ac \$ Ac \$ \$ \$ \$	1,148.82 min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 min Costs 1,657.00 1,802.00 943.00	\$ Prcc \$ \$ \$ \$ Prcc \$ \$ \$ \$	164.84 11,389.84 29gram Total 1,233.00 4,210.00 1,226.00 8,566.00 27,183.00 6,320.00 943.00 4,128.00
Postage Supplies Total Contractual Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities*	n	Licenses)	\$ \$ Pro \$ \$ \$ \$	164.84 11,389.84 pgram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 pgram Cost 29,381.00 8,140.00 943.00 3,130.00	\$ \$ Di \$ \$ \$ \$ b i b i b i c c c c c c c c	10,241.02 rect Costs - - - - - - - - - - - - -	\$ Ac \$ \$ \$ \$ \$ \$	1,148.82 min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 min Costs 1,657.00 1,802.00 943.00 648.00	\$ Prcc \$ \$ \$ Prcc \$ \$ \$ \$ \$ \$ \$ Prcc	164.84 11,389.84 0gram Total 1,233.00 4,210.00 1,226.00 8,566.00 0gram Total 27,183.00 6,320.00 943.00 4,128.00 662.00
Postage Supplies Total Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities* Licenses (Essential Softwar	n	Licenses)	\$ \$ Pro \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 pgram Cost \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 pgram Cost 29,381.00 8,140.00 943.00 3,130.00 662.00	\$ 5 Di \$ \$ \$ 5 Di \$ \$ \$ \$ \$ S Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di Di 	10,241.02 rect Costs - - - - - - - - - - - - -	\$ Ac \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,148.82 4min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 4min Costs 1,657.00 1,802.00 943.00 648.00 662.00	\$ \$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 20 gram Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 27,183.00 6,320.00 943.00 4,128.00 6,62.00 3,062.00
Postage Supplies Total Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities* Licenses (Essential Softwar Repair & Maintenance	n	Licenses)	\$ \$ Pro \$ \$ \$ \$ \$ \$ \$ * * * * * * * *	164.84 11,389.84 5 5 5 5 5 5 5 5 5 1,233.00 \$1,233.00 \$1,226.00 8,566.00 5 5 5 5 5 5 5 6 6 6 5 6 6 6 5 6 6 6 6 6 6 6 6 6 6 6 6 6	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs - - - - - - - - - - - - -	\$ Ac \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,148.82 4min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 4min Costs 1,657.00 1,802.00 943.00 648.00 662.00 163.00	\$ \$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 ogram Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 ogram Total 27,183.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,20.00 3,062.00 4,42.76
Postage Supplies Total Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities* Licenses (Essential Softwar Repair & Maintenance Membership Dues	n	Licenses)	\$ Pro \$ Pro \$ \$ \$ \$ \$ \$ \$ * * * * * * * *	164.84 11,389.84 () () () () () () () () () ()	\$ 5 Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs - - - - - - - - - - - - -	\$ Ac \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,148.82 min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 min Costs 1,657.00 1,802.00 943.00 648.00 662.00 163.00 442.76	\$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 ogram Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 0 0 0 0 0 0 0 0 1,226.00 8,566.00 0 0 0 0 0 0 0 0 0 0 0 0
Postage Supplies Total Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities* Licenses (Essential Softwar Repair & Maintenance Membership Dues Staff Recruitment	n	Licenses)	\$ \$ Pro \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 20 20 21,233.00 \$1,233.00 \$1,226.00 8,566.00 29,381.00 8,140.00 943.00 3,130.00 662.00 2,242.00 442.76 429.60	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs 	\$ Ac \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,148.82 min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$4,210.00 \$4,226.00 8,566.00 min Costs 1,657.00 1,802.00 943.00 648.00 662.00 163.00 442.76 429.60	\$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 ogram Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 0 0 0 0 0 0 0 0 1,226.00 8,566.00 0 0 0 0 0 0 0 0 0 0 0 0
Postage Supplies Total Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities* Licenses (Essential Softwar Repair & Maintenance Membership Dues Staff Recruitment Other Total	n	Licenses)	\$ \$ Pro \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 11,389.84 11,389.84 1,233.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 29,381.00 8,140.00 943.00 3,130.00 662.00 2,242.00 442.76 429.60 45,370.36	\$ \$ Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs	\$ Ac \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,148.82 min Costs \$1,897.00 \$1,233.00 \$4,210.00 \$4,210.00 \$4,226.00 8,566.00 min Costs 1,657.00 1,802.00 943.00 648.00 662.00 163.00 442.76 429.60	\$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 2007 Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 27,183.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,62.00 3,062.00 4,22.60 422.76 429.60 43,170.36
Postage Supplies Total Kwan & Company CPA Inc Ellene Wong Insight HR Employee Background Scre Contractual Total Other Rent* Telephone/Communicatio Property Insurance* Utilities* Licenses (Essential Softwar Repair & Maintenance Membership Dues Staff Recruitment Other Total	n	Licenses)	\$ \$ Pro \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 11,389.84 11,389.84 1,233.00 \$1,233.00 \$4,210.00 \$1,226.00 8,566.00 29,381.00 8,140.00 943.00 3,130.00 662.00 2,242.00 442.76 429.60 45,370.36	\$ 5 Di \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10,241.02 rect Costs	\$ Ac \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	1,148.82	\$ Prc \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	164.84 11,389.84 2007 Total 1,897.00 1,233.00 4,210.00 1,226.00 8,566.00 27,183.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,320.00 943.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 1,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,43.00 4,128.00 6,320.00 9,30.00 4,128.00 6,320.00 3,062.00 3,073.220

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025

CM - Narrative

	CM - Narrative		
ct Costs			
Pers	sonnel FTE 3.75	\$	206,686.0
11	L Pinedo, Program Manager / M. Francois 0,15 Counseling individuals with respect to HIV/AIDS; testing, referrals; ensuring individuals who are out of care/unaware of their HIV por identified of their status, referred into care, and linked to care. Collaborate with Medical Case Manager, to ensure timely access to n services. Responsible for identifying community partners that provide services to populations that may have less access to care such homeless shetters, etc. Facilitate services to clients with multiple barriers and complex issues. Salary is split between multiple RW So related to this service category.	edical an as i.e. pr	d supportive isons,
12	A. Estrada, Case Manager 1.00	\$	56,500.0
	General responsibilities include providing support and counseling activities; conducting HIV support groups, client assessments, and coordinating care plans with medical case manager; participating in case conference sessions; providing referrals to mental health pr		
13	M. Lewis, Case Manager 1.00	\$	42,240.0
	General responsibilities include providing support and counseling activities; conducting HIV support groups, client assessments, and coordinating care plans with medical case manager; participating in case conference sessions; providing referrals to mental health pr		
14	B. Thomas, Case Manager 0.60	\$	34,944.0
	General responsibilities include providing support and counseling activities; conducting HIV support groups, client assessments, and coordinating care plans with medical case manager; participating in case conference sessions; providing referrals to mental health pr		
15	T. Knight, Case Manager 1.00 General responsibilities include providing support and counseling activities; conducting HIV support groups, client assessments, and	\$ one-on-oi	61,527.0 ne sessions;
Frin		\$	44,644.:
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med-Cal 1.45%), Worker's Comp 2.00%, State Unemployment Insurance 3.3% and Health	n \$	44,644.1
Trav	vel	\$	578.
	Local Travel for 1 personnel to engage clients at home or at other locations for linkage to care purposes.		
	87.58 miles/mon. \$0.55 cents per mil 12 month(s)	= \$	578.
Con	tractual	\$	12,160.0
	mental health professionals. Mental Health Clinician: allocation @ 100% of annual cost: \$12,160.00 = \$12,160.00 funding a	vail = \$	12,160.0
Sup	plies: (San Bernardino/Riverside/Hesperia)	Ś	10,241.0
	Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per mu and postage meter. And if applicable, cost of purchasing phones/tablets/desktops/laptops and/or printers for staff use on RW servic (based on previous year(s) expense) =		
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$68,400.00 = \$5,485.68 funding a	vail =	5,172.
	Office Supplies: Cost of office supplies necessary to deliever programs services such as classification folders, copy paper, files, pens, whiteboards, floor mats, small desk item etc., (based on previous year(s) expense) =		
	Direct Program: cost with a allocation @ 8.02% of annual cost: \$43,600.00 = \$3,496.72 funding a Printing/Duplication: Cost of printing and duplication services associated with the contract such as printing of appointment cards for clients, program materials, and other handouts to be given out to clients, (based on previous year(s) expense) =	/ail =	3,462
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$10,975.00 = \$880.20 funding a	vail =	865.
	Training: Integrated Case Management in the New Millennium: Development and Documentation of Client Contact, Individual Service	e	
	Plans, and Client Follow-up. Skill development in understanding professional roles to include ethical issues and boundaries, acuity let reduction, (based on previous year(s) expense) =	rel	
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$9,250.00 = \$741.85 funding a	vail =	645.
	Postage: Mail appointment reminder cards, referrals and/or certification eligibility, (based on previous year(s) expense) =		
	Direct Program: cost with a allocation @ 100.00% of annual cost: \$97.02 = \$97.02 funding a	vail =	97.
Oth	er	\$	36,423.0
	Rent* - Cost of facility rent for office dedicated for RW services, based on prior year plus increased rates for current year, (based on		
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$318,500.00 = \$25,543.70 funding a Telephone/Communication - Direct cost of telephone and communication expenses. This includes conducting client follow ups where clients miss appointments and conducting crisis intervention when needed; internet and text messaging system used to remind clien appointments/groups, and other announcements, (based on previous year(s) expense) =	1	25,526.
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$56,348.00 = \$4,519.11 funding a	vail = \$	4,518.
	Utilities expenses, lights, water and trash/bio waste (based on previous year(s) expense) =	·	,
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$43,400.00 = \$3,480.68 funding a	vail = \$	3,480.
	Facility: shared cost with a allocation @ 8.02% of annual cost: \$43,400.00 = \$3,480.68 funding a Repair & Maintenance, AC/Heating, plumbing, carpet/fixtures etc. (based on previous year(s) expense) = = Direct Program: cost with a allocation @ 8.02% of annual cost: \$38,260.00 = \$3,068.45 funding a	\$	3,480.

Direct Costs Total

\$ 310,732.20

Personnel	FTE	Annual Salary	0.15	\$	14,745
L. Stowers, Executive Director	0.06	\$153,000.00		\$	9,180
Direct general operations and hur management of all pre- and post- renewals; fund analysis, including expenditures to individual fund ac	award grant activities in forecasts of anticipated	cluding: budget and surplus/deficits of p	expenditure justifications of all rogram budgets; cost allocatior	l proposed and awarded grants a	nd their
A. Cespedes, Office Manager / Bo Compute, classify, and record nun duties to obtain primary financial	nerical data to keep finan			۶ f routine calculating, posting, and	1,78 I verifying
Compute, classify, and record num	nerical data to keep finan	icial records comple		\$ f routine calculating, posting, and \$	
Compute, classify, and record nun duties to obtain primary financial	nerical data to keep finan data for use in maintaini 0.03 Ig process by working wit	ncial records comple ng accounting recor \$63,648.00 th the program man	ds. agers and the finance team to v	\$ vork within the annual budget, so	l verifying 1,90
Compute, classify, and record nun duties to obtain primary financial C. Hicks, Grants Manager Plans and execute the grantmakin	nerical data to keep finan data for use in maintaini 0.03 Ig process by working wit ing opportunities, manag	ncial records comple ng accounting recor \$63,648.00 th the program man	ds. agers and the finance team to v	\$ vork within the annual budget, so	l verifying 1,90

Calculated at 21.6%: FICA 7.25% (SS 7.65% + Insurance 8.8% =	Med-Cal 1.45%)	, Worker's Comp	2.00%, State	Unemployment I	nsurance 3.3	% and Health	\$	
avel							\$	
Travel for personnel to engage community p	rogram collabo	rations for linkag	e to care purp	oses.				
Local	20.15	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	
pplies							\$	
Equipment: Equipment Lease/Purchase/Main per month) and postage meter. And if applica (based on previous year(s) expense) =							_	
Admin Facility: shared cost with a allocation	1.94%	of annual cost:	\$65,566.84	=	\$1,272.00	funding avail =	s	
Office Supplies: Cost of office supplies necess cabinets, desks, lights etc. , (based on previou			sification fold	ers, copy paper, f	iles, toner, cł	nairs, tables, filing	Ŷ	
Admin Facility: shared cost with a allocation	1.94%	of annual cost:	\$59,339.84	=	\$1,151.19	funding avail =	s	
Printing/Duplication: Cost of printing and du	nlication service	es associated wit	h the contract	t such as agency b	prochurs, em	plovee manuels.	Ŷ	
training materials, and other handouts to be Admin Facility: shared cost with a allocation								
@	1.94%	of annual cost:	\$9,602.40	=	\$186.29	funding avail =	\$	
Postage: Mail proposals, invoices for reimbur	rsement, certifio	cations, state lice	nse and insur	ances, (based on	previous yea	r(s) expense) =		
Admin Facility: shared cost with a allocation	1.94%	of annual cost:	\$3,500.00	=	\$67.90	funding avail =	¢	
(a) Training - Eclinical data base training, fire saf	ety. active shoc	oter training				-	Ş	
Admin Facility: shared cost with a allocation		-						
@	1.94%	of annual cost:	\$29,500.00	=	\$572.30	funding avail =	\$	
ntractual								
Kwan & Company CPA Inc	Annual Indepe allocation) =	ndent Auditor, p	epares Finani	ical Statements, 9	90s, (based c	on direct FTE		
Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$40,000.00	=	\$1,960.00	funding avail =		
Ellene Wong	Monthly accou	nting (reconciliat	ion) services,	(based on previo	us year(s) ex	pense) =	-	
Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$28,000.00		\$1,372.00	funding avail =		
	State labor law onboarding, HF	s. Contract HR p R record retentio	ersonnel to m n, Employee e	ocedures in accon anage workforce engagement, perf ased on previous	planning, em ormance mar	ployee nagement and		
Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$90,000.00	=	\$4,410.00	funding avail =		
Risk Management Consultant		ent for FAP staffi Ised on previous		ssing CAL-OSHA n se) =	egulations, p	olicies and		
Facility: shared cost with a allocation @	4.9000%	of annual cost:	\$27,000.00	=	\$1,323.00	funding avail =		
						÷		
her							\$	
Rent*	Office lease fac	cility expenses, (b	ased on previ	ious year(s) exper	nse) =			
Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$87,000.00	=	\$1,687.80	funding avail =	\$	
Telephone/Communication				ien clients miss ap d text messaging				

		of appointme	ents/groups, and ot	her announcer	nents, (based o	n previous yea	ar(s) expense) =		
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$95,886.60	=	\$1,860.20	funding avail =	\$	1,802.00
	Utlilties*		nditions repairs (fil evious year(s) expe		light bulbs, mir	or construction	on work orders,		
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$47,261.82	=	\$916.88	funding avail =	\$	648.00
	Property Insurance*	Professional,	lity, Auto Physical, directors and office evious year(s) expe	ers umbrelia pr					
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$50,609.25	=	\$981.82	funding avail =	\$	943.00
	Certifications / Licenses	for processing	cation for employed g Direct FTE to com enses with allocation	plete New Hire	e Onboarding tr	aining expens	se) = EHE annual		
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$35,623.81	=	\$691.10	funding avail =	\$	662.00
	Repair & Maintenance	Repair & Mai	ntenance, AC/Heat	ing, plumbing,	etc, (based on p	revious year(s	s) expense) =		
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$17,104.28	=	\$331.82	funding avail =	\$	163.00
	Membership Dues	HIV Magazine	es, coalition dues, s	ocial media sul	bscription				
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$24,822.68	=	\$481.56	funding avail =	\$	442.76
	Staff Recruitment	Post vacant p	ositions on social r	nedia sites to r	ecruit new emp	loyees			
	Admin Facility: shared cost with a allocation @	1.94%	of annual cost:	\$22,544.33	=	\$437.36	funding avail =	\$	429.60
Admin Costs T	otal							ć	34.525.80
		GRAM	ND TOTAL				-	\$	345,258.00

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025

		Budget Pe			2/2	.0/2025				412 072 00
Medical Case Managen	nent	Program	FE	3 - 5.31.24					1	5122,973.00
	Salary	FTE	Pro	ogram Cost	Di	rect Costs	Ad	min Costs	Pro	ogram Total
Personnel										
M. Patterson	\$ 84,864	0.90	\$	76,377.60	\$	76,377.60	\$	-	\$	76,377.60
L. Stowers	\$ 153,000	0.01	\$	1,530.00	\$	-	\$	1,530.00	\$	1,530.00
A. Cespedes	\$ 71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
, C. Hicks	\$ 63,648	0.03	\$	1,909.44	\$	-	\$	1,909.44	\$	1,909.44
S. Martinez	\$ 62,537		Ś	1,876.11	, \$	-	, \$	1,876.11	\$	1,876.11
Personnel Subtotal	<i>+/</i>		\$	83,473.18	\$	76,377.60	\$	7,095.58	\$	83,473.18
		_	_							
Fringe		Percent	Pro	ogram Cost	Di	rect Costs	Ad	min Costs	Pro	ogram Total
FICA		7.5%	\$	6,260.49	\$	5,728.32	\$	532.17	\$	6,260.49
Staff Insurance (Heal	th)	8.8%	\$	7,345.64	\$	6,721.23	\$	624.41	\$	7,345.64
Disability (SUI)		3.3%	\$	2,754.61	\$	2,520.46	\$	234.15	\$	2,754.61
Worker's Compensat	ion	2.0%	\$	1,669.46	\$	1,527.55	\$	141.91	\$	1,669.46
Fringe Subtotal		21.6%	\$	18,030.20	\$	16,497.56	\$	1,532.64	\$	18,030.20
Total Personnel			\$	101,503.38	\$	92,875.16	\$	8,628.22	\$	101,503.38
Travel			Pro	ogram Cost	Di	rect Costs	Ad	min Costs	Pro	ogram Total
Local Travel (Mileage	2)		\$	318.00	\$	218.00	\$	100.00	\$	318.00
Travel Total	,		\$	318.00	\$	218.00	\$	100.00	\$	318.00
Supplies			Pro	ogram Cost	Di	rect Costs	Ad	min Costs	Pro	ogram Total
Supplies				Ŭ						
Equipment < \$5,000	niture		\$	2,205.00	\$	2,498.00	\$	107.00	\$	2,605.00
Equipment < \$5,000 Office: Supplies / Fur	niture		\$ \$	2,205.00 908.00	\$ \$	2,498.00 1,848.00			\$ \$	2,605.00 1,908.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies			\$ \$ \$	2,205.00 908.00 460.00	\$ \$ \$	2,498.00 1,848.00 460.00	\$ \$	107.00 60.00	\$ \$ \$	2,605.00 1,908.00 460.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising			\$ \$ \$ \$	2,205.00 908.00 460.00 260.00	\$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00	\$ \$ \$	107.00 60.00 10.00	\$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training			\$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00	\$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00	\$ \$ \$ \$	107.00 60.00 10.00	\$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising			\$ \$ \$ \$	2,205.00 908.00 460.00 260.00	\$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00	\$ \$ \$	107.00 60.00 10.00	\$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage			\$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54	\$ \$ \$ \$	107.00 60.00 10.00 - 13.08	\$ \$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage			\$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54	\$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08	\$ \$ \$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total	Costs*		\$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08	\$ \$ \$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total	Costs*		\$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08	\$ \$ \$ \$ \$ \$ Prc \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62 ogram Total
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP	Costs*		\$ \$ \$ \$ \$ \$ \$ \$ Prc \$ \$	2,205.00 908.00 460.00 2,60.00 1,814.00 38.62 5,685.62	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$ \$ Ad	107.00 60.00 10.00 - 13.08 190.08	\$ \$ \$ \$ \$ \$ Prc \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62 5,685.62 5,00.00 300.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong	Costs* A Inc		\$ \$ \$ \$ \$ \$ \$ Prc \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 Dgram Cost 500.00 300.00	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 Imin Costs 500.00 300.00	\$ \$ \$ \$ \$ \$ \$ \$ Pro \$ \$	2,605.00 1,908.00 260.00 414.00 38.62 5,685.62 ogram Total 500.00 300.00 1,300.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR	Costs* A Inc		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$?	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 5,685.62 5,00.00 300.00 1,300.00	\$ \$ \$ \$ \$	2,498.00 1,848.00 460.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$ \$ \$ Ad	107.00 60.00 10.00 - 13.08 190.08 min Costs 500.00 300.00 1,300.00	\$ \$ \$ \$ \$ \$ \$ \$ Prc \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR Risk Management Consul	Costs* A Inc		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ D	2,498.00 1,848.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 min Costs 500.00 300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ Prc \$ \$ \$ \$ \$	2,605.00 1,908.00 260.00 414.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 2,200.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR Risk Management Consul	Costs* A Inc		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00	\$ \$ \$ \$ \$ D	2,498.00 1,848.00 460.00 250.00 414.00 25.54 5,495.54	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 min Costs 500.00 300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,605.00 1,908.00 260.00 414.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 2,200.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR Risk Management Consul Contractual Total	Costs* A Inc Itant		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 1,300.00 2,200.00 50gram Cost 8,900.00	\$ \$ \$ \$ \$ D I \$	2,498.00 1,848.00 250.00 414.00 25.54 5,495.54 rect Costs	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 500.00 300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ Prc \$ \$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,600.00 3 ,000.00 1,300.00 2,200.00 2,200.00 5,720.00 2,200.00 5,720.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR Risk Management Consul Contractual Total	Costs* A Inc Itant		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ D i	2,498.00 1,848.00 250.00 414.00 25.54 5,495.54 rect Costs	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 min Costs 500.00 300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,605.00 1,908.00 260.00 414.00 38.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,69 5,00.00 3,00.00 1,300.00 2,200.00 5,768 5,685.62 5,768 5,685.62
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR Risk Management Consul Contractual Total	Costs* A Inc Itant		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 1,300.00 2,200.00 50gram Cost 8,900.00	\$ \$ \$ \$ \$ D I \$	2,498.00 1,848.00 250.00 414.00 25.54 5,495.54 rect Costs	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 500.00 300.00 1,300.00 1,300.00 2,200.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,685.62 5,690.00 3 ,00.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,300.00 1,367.00 1,367.00 1,41.00
Equipment < \$5,000 Office: Supplies / Fur Program Supplies Printing/Advertising Training Postage Supplies Total Contractual Kwan & Company CP Ellene Wong Insight HR Risk Management Consul Contractual Total	Costs* A Inc Itant		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,205.00 908.00 460.00 260.00 1,814.00 38.62 5,685.62 5,685.62 500.00 300.00 1,300.00 1,300.00 2,200.00 2,200.00	\$ \$ \$ \$ \$ D I \$	2,498.00 1,848.00 250.00 414.00 25.54 5,495.54 rect Costs	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	107.00 60.00 10.00 - 13.08 190.08 500.00 300.00 1,300.00 1,300.00 2,200.00 2,200.00	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	2,605.00 1,908.00 460.00 260.00 414.00 38.62 5,685.62 5,685.62 5,00.00 300.00 1,300.00 1,300.00 2,200.00 0 gram Total 9,100.00 1,367.00 141.00 1,435.00

Repair & Maintenance	\$ 982.00	\$ 935.00	\$ 67.00	\$ 1,002.00
Staff Recruitment	\$ 121.00		\$ 101.00	\$ 101.00
Other Total	\$ 13,266.00	\$ 12,087.00	\$ 1,179.00	\$ 13,266.00
Direct	\$ 122,973.00	\$ 110,675.70		\$ 110,675.70
Admin			\$ 12,297.30	\$ 12,297.30
\$	\$ 122,973.00	\$ 110,675.70	\$ 12,297.30	\$ 122,973.00
%	100%	90%	10%	100%

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025 MCM - Narrative

Costs				
Personnel	FTE	0.90	\$	76,377.6
16 M. Patterson, Medical Case Manage	r 0.90		\$	76,377.6
level of health and quality of life and Responsibilities include coordination family members and other non-RW s	maintain wellness and function t of non-RW funded clinic clients'	ensed Vocational Nurse; Primary servi hat will enable them to better self-adv medical care and supportive services, tion and development of Individual Ser	ocate and make informed healthcare collaborate with medical providers, cl vice Plans (ISP) that will meet client's	decisions. ient and clie

Frir	ge							\$ 16,497.56
	Calculated at 21.6%: FICA 7.25% (SS 7.65% + Med- Insurance 8.8% =	-Cal 1.45%), W	Vorker's Comp 2	.00%, State U	nemployment Ins	urance 3.3%	and Health	\$ 16,497.56
Tra	vel							\$ 218.00
	Local Travel for 1 personnel to engage clients at h	home or at oth	her locations for	linkage to ca	re purposes.			
		33.03	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$ 218.00

r	Equipment Lease/Purchase/Maintenance: C	oct of oquipma	nt losso for conv n	achinos (inclusiv	o of number	of copies allow	ad par manth)	
	and postage meter. And if applicable, cost of							
	(based on previous year(s) expense) =	purchasing priv	Jiles/ tablets/ deskt		or printers i	or starr use on n	WW Services	
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$68,400.00	=	\$3.331.08	funding avail =	2.498.00
	Office Supplies: Cost of office supplies neces	sarv to delieve		1.0,	ation folders	1.1	•	_,
	whiteboards, floor mats, small desk item etc.	, (based on pre	vious year(s) expe	nse) =				
	Direct Program: cost with a allocation @	4.87%	of annual cost:	\$43,600.00	=	\$2,123.32	funding avail =	1,848.00
	Program Supplies: Cost of program supplies	such as educati	ional materials, wo	rkbooks for client	utilizations	during treatment	nt sessions,	
	reference materials and other related progra	m specific to in	clude safe sex pro	ducts like condom	ns, Narcan ki	ts to be offered	to group	
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$15,700.00	=	\$764.59	funding avail =	460.0
	Printing/Duplication: Cost of printing and du	plication servic	es associated with	the contract such	as printing	of appointment	cards for clients,	
	program materials, and other handouts to be	given out to c	ients, (based on pr	evious year(s) ex	pense) =			
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$10.975.00	=	\$534.48	funding avail =	250.00
	Training: Integrated Case Management in the	New Millenni		1	on of Client		•	
	and Client Follow-up. Skill development in un							
	(based on previous year(s) expense) =					. ,		
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$9.250.00	=	\$450.48	funding avail =	414.0
	Postage: Mail appointment reminder cards, r			1.,	revious vear			
		,				(-))		
	Direct Program: cost with a allocation @	100.00%	of annual cost:	\$25.54	=	\$25.54	funding avail =	25.5
								25.

Other							\$ 12,087.00
Rent* - Cost of facility rent for office dedicated f	or RW servi	ices, based on prior	year plus increa	ised rates for cu	urrent year, (b	ased on previous	
Facility: shared cost with a allocation @	4.87%	of annual cost:	\$318,500.00	=	\$15,510.95	funding avail =	\$ 8,400.00
Telephone/Communication - Direct cost of telep miss appointments and conducting crisis interve appointments/groups, and other announcement	ntion when	needed; internet a	nd text messagi				
Facility: shared cost with a allocation @	4.87%	of annual cost:	\$56,348.00	=	\$2,744.15	funding avail =	\$ 1,260.00
Utlilties expenses, lights, water and trash/bio wa	aste (based	on previous year(s)	expense) =				
Facility: shared cost with a allocation @	4.87%	of annual cost:	\$43,400.00	=	\$2,113.58	funding avail =	\$ 1,390.00
Licenses (Essential Software/Staff Licenses) - Co	omputer So	ftware licenses, Out	reach Street Pe	rmits, (based o	n previous yea	ir(s) expense =	
Direct Program: cost with a allocation @	4.87%	of annual cost:	\$2,260.00	=	\$110.06	funding avail =	\$ 102.00
Repair & Maintenance, AC/Heating, plumbing, o	arpet/fixtu	res etc, (based on p	revious year(s)	expense) =			
Direct Program: cost with a allocation @	4.87%	of annual cost:	\$38,260.00	=	\$1,863.26	funding avail =	\$ 935.00

Direct Costs Total

\$ 110,675.70

Personnel	FTE	Annual Salary	0.10		\$	7,095.5
L. Stowers, Executive Director	0.01	\$153,000.00			Ś	1.530.0
Direct general operations and hum	an resources functions	of the organization f	or all 54 full and part time st	aff. Responsible for administra	ative and	financial
management of all pre- and post- a						
renewals; fund analysis, including f	orecasts of anticipated	surplus/deficits of pr	ogram budgets; cost allocat	ion plans of functional expense	es to assig	iu
expenditures to individual fund acc	ounts as necessary; an	d oversight for all au	ditor actions.			
A. Cespedes, Office Manager / Boo	okeeper 0.025	\$71,201.00			Ś	1.780.
Compute, classify, and record num	erical data to keep fina	ncial records comple	te. Perform any combinatior	of routine calculating, posting	. and veri	fving duti
to obtain primary financial data for			·····	0,1		,
C. Hicks, Grants Manager	0.03	\$63,648.00			Ś	1.909
					Ŷ	1,505
Plans and execute the grantmaking	process by working w	ith the program man:	agers and the finance team t	o work within the annual budg	ot sunno	rt prograu
Plans and execute the grantmaking staff in researching funding opport					et, suppo	rt prograi
					et, suppo	
staff in researching funding opport	unities, manage docun 0.03	ents and deadlines, t \$62,537.00	rack grantee results, and m	uch more.	\$	1,876
staff in researching funding opport S. Martinez, Operations Manager	unities, manage docun 0.03	ents and deadlines, t \$62,537.00	rack grantee results, and m	uch more.	\$	1,876
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev	unities, manage docun 0.03	ents and deadlines, t \$62,537.00	rack grantee results, and m	uch more.	\$	1,876
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev services.	unities, manage docun 0.03	ents and deadlines, t \$62,537.00	rack grantee results, and m	uch more.	\$	1,876. stomer
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev services.	unities, manage docun 0.03 relopment and implem	hents and deadlines, 1 \$62,537.00 entation of policies, p	rack grantee results, and m	uch more.	\$ a high cu \$	1,876 stomer 1,532
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev services. Fring	unities, manage docun 0.03 relopment and implem	hents and deadlines, 1 \$62,537.00 entation of policies, p	rack grantee results, and m	uch more.	\$ a high cu	1,876 stomer 1,532
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev services. Fring. Calculated at 21.6%: FICA 7.25% (Si	unities, manage docun 0.03 relopment and implem	hents and deadlines, 1 \$62,537.00 entation of policies, p	rack grantee results, and m	uch more.	\$ a high cu \$	1,876 stomer 1,532
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev services. Fring. Calculated at 21.6%: FICA 7.25% (Si	unities, manage docun 0.03 relopment and implem	hents and deadlines, 1 \$62,537.00 entation of policies, p	rack grantee results, and m	uch more.	\$ a high cu \$	1,876 stomer 1,532 1,532
staff in researching funding opport S. Martinez, Operations Manager Responsible for assisting in the dev services. Fring: Calculated at 21.6%: FICA 7.25% (St Insurance 8.8% =	unities, manage docun 0.03 relopment and implem 5 7.65% + Med-Cal 1.45	ents and deadlines, t \$62,537.00 entation of policies, p %), Worker's Comp 2	rack grantee results, and mi rocedures, and best practice	uch more.	\$ a high cu \$ \$	1,876.

Supplies							\$ 190.08
Equipment: Equipment Lease/Purchase/Mainten per month) and postage meter. And if applicable, on previous year(s) expense) =							
Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$65,566.84	=	\$1,180.20	funding avail =	\$ 107.00
Office Supplies: Cost of office supplies necessary cabinets, desks, lights etc. , (based on previous ye			ication folders,	copy paper, file	es, toner, chair	rs, tables, filing	
Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$59,339.84	=	\$1,068.12	funding avail =	\$ 60.00
Printing/Duplication: Cost of printing and duplica training materials, and other handouts to be give							
Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$9,602.40	=	\$172.84	funding avail =	\$ 10.00
Postage: Mail proposals, invoices for reimbursen	nent, certifi	cations, state licens	e and insurance	es, (based on p	revious year(s) expense) =	
Admin Facility: shared cost with a allocation @	1.80%	of annual cost:	\$3,000.00	=	\$54.00	funding avail =	\$ 13.08

C	ontractual							\$2,200.00
	Kwan & Company CPA Inc	Annual Indepe allocation) =	endent Auditor, pre	pares Finanical S	Statements, 9	90s, (based on	direct FTE	
	Facility: shared cost with a allocation @	7.29%	of annual cost:	\$29,805.10	=	\$2,172.79	funding avail =	\$ 500.00
	Ellene Wong	Monthly acco	unting (reconciliation	on) services, (bas	sed on previou	ıs year(s) expe	nse) =	
	Facility: shared cost with a allocation @	7.29%	of annual cost:	\$14,272.86	=	\$1,040.49	funding avail =	\$ 300.00
	Insight HR	labor laws. Co record retenti	man Resources pol ntract HR personne on, Employee enga g body, (based on	l to manage wo gement, perforr	rkforce planni nance manage	ng, employee	onboarding, HR	
	Facility: shared cost with a allocation @	7.29%	of annual cost:	\$36,026.99	=	\$2,626.37	funding avail =	\$ 1,300.00
	Risk Management Consultant		nent for FAP staffin ased on previous y			gulations, poli	cies and	
	Facility: shared cost with a allocation @	7.29%	of annual cost:	\$7,826.09	=	\$570.52	funding avail =	\$ 100.00

Telephone/Communication This includes conducting client follow ups when clients miss appointments and conducting crisis intervention when needed; intervet and text messaging system used to remind clients of appointments/groups, and other announcements, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$41,860.47 = \$753.49 funding avail = \$ 107.7 Utilities* Cost of air conditions repairs (filters, cleaning), light bulbs, minor construction work orders, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$47,261.82 = \$850.71 funding avail = \$ 45.1 Property Insurance* General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 141.1 Certifications / Licenses HIPPA certification for employee, city/county business licenses, etc. Cert/Licenses expenses for processing Direct FTE to complete New Hire Onboarding training expense) = HE annual material expenses with allocation 1.80% of annual cost: \$30,97.73 = \$556.34 funding avail = \$ 18.1 Repair & Maintenance Repair & Maintenance, AC/Heating, plumbing,etc, (based on previous year(s) expense) = \$ 18.1 Admin Facility: shared cost with		Rent*	Office lease f	acility expenses, (ba	sed on previous	year(s) expe	ense) =		\$ 1,179.0
Admin Facility: shared cost with a allocation 1.80% of annual cost: \$41,860.47 = \$753.49 funding avail = \$ 1.07.4 Utilities* Cost of air conditions repairs (filters, cleaning), light bulbs, minor construction work orders, (based on previous year(s) expense) = \$ 1.07.4 Admin Facility: shared cost with a allocation @ 1.80% of annual cost: \$41,860.47 = \$753.49 funding avail = \$ 1.07.4 Admin Facility: shared cost with a allocation @ 1.80% of annual cost: \$47,261.82 = \$850.71 funding avail = \$ 45.1 Property Insurance* General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) = \$ 141.1 Certifications / Licenses 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 141.1 Certifications / Licenses 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 141.1 Error funding avail = \$ 1.80% of annual cost: \$30,97.73 =			1.80%	of annual cost:	\$66,391.60	=	\$1,195.05	funding avail =	\$ 700.0
@ 1.80% of annual cost: \$41,860.47 = \$753.49 funding avail = \$ 107.4 Utilities* Cost of air conditions repairs (filters, cleaning), light bulbs, minor construction work orders, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$47,261.82 = \$850.71 funding avail = \$ 451.60 Property Insurance* General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 141.1 Certifications / Licenses HIPPA certification for employee, city/county business licenses, etc. Cert/Licenses expenses for processing Direct FTE to complete New Hire Onboarding training expense) = HE annual material expenses with allocation of 1.80% of annual cost: \$30,907.73 = \$556.34 funding avail = \$ 18.1 Admin Facility: shared cost with a allocation 1.80% of annual cost: \$17,104.28 = \$307.88 funding avail = \$ 67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed \$ 67.1		Telephone/Communication	crisis interve	ntion when needed;	internet and tex	t messaging	system used to	remind clients of	
Admin Facility: shared cost with a allocation 1.80% of annual cost: \$47,261.82 = \$850.71 funding avail = \$ 45.1 Property Insurance* General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 141.1 Certifications / Licenses HIPPA certification for employee, cit//county businessi licenses, etc. Cert/Licenses expenses for processing Direct FTE to complete New Hire Onboarding training, expense) = HE annual material expenses with allocation of 100% of annual cost: \$30,907.73 = \$556.34 funding avail = \$ 18.0% Repair & Maintenance Repair & Maintenance, AC/Heating, plumbing, etc., (based on previous year(s) expense) = Admin Facility: shared cost with a allocation for 1.80% of annual cost: \$30,907.73 = \$556.34 funding avail = \$ 67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed \$ 67.1 Membership Dues Admin Facility: shared cost with a allocation 1.80% of annual cost: \$17,104.28			1.80%	of annual cost:	\$41,860.47	=	\$753.49	funding avail =	\$ 107.0
a) 1.80% of annual cost: \$47,261.82 = \$580.71 funding avail = \$ 45.7 Property Insurance* General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 141.1 Certifications / Licenses HIPPA certification for employee, city/county business licenses, etc. Cert/Licenses expenses for processing Direct FTE to complete New Hire Onboarding training expense) = EHE annual material expenses with allocation of 100% of annual cost (based on previous year(s) expense) = = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$30,907.73 = \$556.34 funding avail = \$ 18.0 Repair & Maintenance Repair & Maintenance, AC/Heating, plumbing,etc, (based on previous year(s) expense) = 1 80% 67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed \$ 67.1 Admin Facility: shared cost with a allocation 1.80% of annual cost: \$17,104.28 = \$307.88 funding avail = \$ 67.1 <td></td> <td>Utlilties*</td> <td></td> <td></td> <td></td> <td>ht bulbs, mi</td> <td>nor construction</td> <td>n work orders,</td> <td></td>		Utlilties*				ht bulbs, mi	nor construction	n work orders,	
Admin Facility: shared cost with a allocation 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 1.41.1 Certifications / Licenses HIPPA certification for employee, dty/county business licenses, etc. Cert/Licenses expenses Funding avail = \$ 1.41.1 Admin Facility: shared cost with a allocation 1.80% of annual cost: \$23,930.98 = \$430.76 funding avail = \$ 1.41.1 Certifications / Licenses HIPPA certification for employee, dty/county business licenses, etc. Cert/Licenses expenses For processing Direct FTE to complete New Hire Onboarding training expense) = EHE annual material expenses with allocation of 10.0% of annual cost (based on previous year(s) expense) = = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$30,907.73 = \$556.34 funding avail = \$ 1.8.0 Membership Dues Repair & Maintenance, AC/Heating, plumbing,etc, (based on previous year(s) expense) = = 67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed \$ 67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed \$ 67.1			1.80%	of annual cost:	\$47,261.82	=	\$850.71	funding avail =	\$ 45.00
Image: Second		Property Insurance*	Professional,	directors and office	rs umbrelia prop				
for processing Direct FTE to complete New Hire Onboarding training expense) = EHE annual material expenses with allocation of 100% of annual cost (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$30,907.73 = \$556.34 funding avail = \$ 18.1 Repair & Maintenance Repair & Maintenance, AC/Heating, plumbing,etc, (based on previous year(s) expense) = Admin Facility: shared cost with a allocation 1.80% of annual cost: \$17,104.28 = \$307.88 funding avail = \$ 67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed Admin Facility: shared cost with a allocation 1.80% of annual cost: \$590.00 = \$106.20 funding avail = \$ 18.10 funding avail = \$ 106.20 funding avail = \$ 1		Admin Facility: shared cost with a allocation	1.80%	of annual cost:	\$23,930.98	=	\$430.76	funding avail =	\$ 141.0
Image: Second state in the second s		Certifications / Licenses	for processin material expe	g Direct FTE to com	plete New Hire O	nboarding t	raining expense	e) = EHE annual	
Admin Facility: shared cost with a allocation 1.80% of annual cost: \$17,104.28 = \$307.88 funding avail = \$67.8 Image: State of the state o			1.80%	of annual cost:	\$30,907.73	=	\$556.34	funding avail =	\$ 18.0
De 1.80% of annual cost: \$1/,104.28 = \$307.88 tunding avail = \$67.1 Membership Dues Post vacant positions on social media sites to recruit new employees, include indeed Admin Facility: shared cost with a allocation 1.80% of annual cost: \$5,900.00 = \$106.20 funding avail =		Repair & Maintenance	Repair & Mai	ntenance, AC/Heati	ng, plumbing,etc	(based on	previous year(s)	expense) =	
Membership Dues Admin Facility: shared cost with a allocation 1.80% of annual cost: \$5,900.00 = \$106.20 funding avail =			1.80%	of annual cost:	\$17,104.28	=	\$307.88	funding avail =	\$ 67.0
1 80% of annual cost: \$5,900,00 = \$106,20 funding avail =			Post vacant p	ositions on social m	edia sites to recr	uit new em	ployees, include	indeed	
			1.80%	of annual cost:	\$5,900.00	=	\$106.20	funding avail =	\$ 101.0
	its 1	Total							\$ 12,297.3

Foothill AIDS Project Ryan White Part - A Line Item Budget

		Dudeet D		e item Budge		0/2025				
		Budget Pe		3/1/2024 -	2/2	28/2025			ć	5109,734.00
Nutrition		Program		3 - 5.31.24					-	
	Salary	FTE	Pro	ogram Cost	D	irect Costs	Ad	lmin Costs	Pro	ogram Tota
Personnel										
M. Francois \$	107,721	0.05	\$	5 <i>,</i> 386.05	\$	5 <i>,</i> 386.05	\$	-	\$	5,386.05
L. Stowers \$	153,000	0.01	\$	1,530.00	\$	-	\$	1,530.00	\$	1,530.00
A. Cespedes \$	71,201	0.025	\$	1,780.03	\$	-	\$	1,780.03	\$	1,780.03
C. Hicks \$	63,648	0.01	\$	636.48	\$	-	\$	636.48	\$	636.48
S. Martinez \$	62,537	0.03	\$	1,876.11	\$	-	\$	1,876.11	\$	1,876.11
Personnel Subtotal			\$	11,208.67	\$	5,386.05	\$	5,822.62	\$	11,208.67
Fringe		Percent	Pro	ogram Cost	D	irect Costs	Ad	lmin Costs	Pro	ogram Tota
FICA		7.5%	\$	840.65	\$	403.95	\$	436.70	\$	840.65
Staff Insurance (Health))	8.8%	ې \$	986.36	•	403.95	ې \$	512.39		986.3
Disability (SUI)	1	8.8 <i>%</i> 3.3%	ې \$	369.89	•	473.97	ې \$	192.15	ې \$	369.89
Worker's Compensation	0	3.3 <i>%</i> 2.0%	ې \$	224.17	ې S	107.72	ې \$	192.13		224.1
Fringe Subtotal	1		ې \$	224.17 2,421.07			•	1,257.69	•	
Fringe Subtotai		21.6%	Ş	2,421.07	\$	1,163.38	\$	1,257.09	\$	2,421.07
Total Personnel			\$	13,629.74	\$	6,549.43	\$	7,080.31	\$	13,629.74
Personnel Without Bene	fits									
RD Nutrition Consult \$	68,000	1.00	\$	68,000.00	\$	68,000.00	\$	-	\$	68,000.00
Personnel Subtotal			\$	68,000.00	\$	68,000.00	\$	-	\$	68,000.00
Total Personnel Without	Benefits								\$	68,000.00
Travel			Pro	ogram Cost	D	irect Costs	Ad	lmin Costs	Pro	ogram Tota
Local Travel (Mileage)			\$	211.00	\$	111.00	\$	100.00	\$	211.00
Travel Total			\$	211.00	•	111.00	\$	100.00		211.00
Guardian			Pro	ogram Cost	D	irect Costs	Ad	lmin Costs	Pro	ogram Tota
Supplies Equipment < \$5,000			ć	875.00	ć	675.00	¢	200.00	\$	875.00
Office: Supplies / Furnit			\$ ¢	446.00	•	346.00	•		•	446.00
	luie		\$ ¢	446.00	•		Ş	100.00		
Program Supplies Printing/Advertising Co	ctc*		\$ ¢	14,749.00	•	14,749.00 101.00	ć	10.00	\$ \$	14,749.00 111.00
<u>,</u>	515		\$ ¢			101.00				
Training			\$ ¢	110.00			\$	-	\$ ¢	110.00
Postage Supplies Total			\$ \$	29.81 16,320.81	•	5.17 15,986.17	•	24.64 334.64	•	29.81 16,320.8 1
			Der	arom Cost	D	iroct Costs	٨	min Costa	Der	gram Tata
Contractual				ogram Cost		irect Costs		lmin Costs		
Kwan & Company CPA	nc		\$	862.00	\$	-	\$	862.00	•	862.00
Ellene Wong			\$	145.00	\$	-	\$	145.00	\$	145.00

Insight HR	\$	803.00	\$	-	\$	803.00	\$	803.00
Risk Management Consultant	\$	333.00	\$	-	\$	333.00	\$	333.00
Contractual Total	\$	2,143.00	\$	-	\$	2,143.00	\$	2,143.00
Other	Pr	ogram Cost	Di	rect Costs	A	dmin Costs	Pr	ogram Total
Rent*	\$	6,646.00	\$	6,131.00	\$	720.00	\$	6,851.00
Telephone/Communication	\$	948.00	\$	803.00	\$	145.00	\$	948.00
Property Insurance*	\$	161.00			\$	161.00	\$	161.00
Utlilties*	\$	598.00	\$	575.00	\$	23.00	\$	598.00
Licenses (Essential Software/Staff Licenses)	\$	12.00	\$	-	\$	12.00	\$	12.00
Repair & Maintenance	\$	784.45	\$	605.00	\$	179.45	\$	784.45
Membership Dues	\$	280.00	\$	-	\$	75.00	\$	75.00
Other Total	\$	9,429.45	\$	8,114.00	\$	1,315.45	\$	9,429.45
Direct	\$	109,734.00	\$	98,760.60			\$	98,760.60
Admin					\$	10,973.40	\$	10,973.40
\$	\$	109,734.00	\$	98,760.60	\$	10,973.40	\$	109,734.00
%		100%		90%		10%		100%

Foothill AIDS Project Ryan White Part - A Line Item Budget Budget Period 3/1/2024 - 2/28/2025 Nutri - Narrative

osts							
Personnel	FTE		0.05				Ś
17 M. Francois, Director of Progra							\$
Primary service goal is to direc nutritional status; prepares nu monitors and evaluates client j client's health outcomes and a	tritional care plan and meal progress toward planned go	plan with client; assi al; plans, coordinate	sts client in imp s and impleme	proving access an nts educational v	nd linkages to vorkshops; co	food sources and ollects and analyz	l heal
Fringe							\$
Calculated at 21.6%: FICA 7.25	% (SS 7.65% + Med-Cal 1.459	%), Worker's Comp 2	.00%, State Un	employment Ins	urance 3.3% a	and Health	\$
Travel							\$
Local Travel for 1 personnel to	engage clients at home or a	at other locations for	linkage to care	purposes.			
	16.	.82 miles/mon.	\$0.55	cents per mil	12	month(s) =	\$
Contractual	FTE						s
RD Nutrition Consultants:							Ŧ
clients in need. Registered Nutritionist: allocat	tion @ 100%	of annual cost:	\$68,000.00	-	\$68,000.00	funding avail =	\$
Supplies: (San Bernardino/Ri	verside/Hesperia)						Ś
Supplies: (San Bernardino/Riv Equipment Lease/Purchase/M and postage meter. And if appl (based on previous year(s) exp	Maintenance: Cost of equipm licable, cost of purchasing pl						\$
Equipment Lease/Purchase/M	Maintenance: Cost of equipm licable, cost of purchasing pl pense) =						\$
Equipment Lease/Purchase/M and postage meter. And if appl (based on previous year(s) exp	Aaintenance: Cost of equipm licable, cost of purchasing pl pense) = acation @ 4.87% supplies necessary to delieve	of annual cost: er programs services	\$68,400.00 such as classif	l/or printers for =	staff use on F \$3,331.08	W services	\$
Equipment Lease/Purchase/M and postage meter. And if app (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: Cost of office s	Alintenance: Cost of equipm licable, cost of purchasing pl pense) = ccation @ 4.87% supplies necessary to delieve I desk item etc., (based on pr	of annual cost: er programs services	\$68,400.00 such as classif	l/or printers for =	staff use on F \$3,331.08	W services	\$
Equipment Lease/Purchase/M and postage meter. And if appl (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: Cost of office whiteboards, floor mats, small	Anintenance: Cost of equipm licable, cost of purchasing pl bense) = incation @ 4.87% supplies necessary to delieved desk item etc., (based on pr ocation @ 4.87% fice supplies necessary to the	of annual cost: er programs services revious year(s) exper of annual cost: e program such as cla	\$68,400.00 such as classif ise) = \$43,600.00 issification fold	d/or printers for = cation folders, c = ers, copy paper,	\$3,331.08 \$3,331.08 opy paper, fil \$2,123.32 files, etc. Cos	RW services funding avail = es, pens, funding avail = st of program	\$
Equipment Lease/Purchase/M and postage meter. And if appl (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: Cost of office whiteboards, floor mats, small Direct Program: cost with a alli Nutrition Program: cost of offi	Maintenance: Cost of equipm licable, cost of purchasing pl evense) = ocation @ 4.87% supplies necessary to delieve I desk item etc., (based on pr ocation @ 4.87% rice supplies necessary to the pipements, educational mat 5.5%	of annual cost: er programs services revious year(s) exper of annual cost: e program such as cl. erials, workbooks fo	\$68,400.00 such as classif ise) = \$43,600.00 issification fold	d/or printers for = cation folders, c = ers, copy paper,	\$3,331.08 \$3,331.08 opy paper, fil \$2,123.32 files, etc. Cos	RW services funding avail = es, pens, funding avail = st of program s, reference	\$
Equipment Lease/Purchase/M and postage meter. And if appl (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: Cost of office whiteboards, floor mats, small Direct Program: cost with a alli Nutrition Program: cost of off supplies such as Nutritional su	Maintenance: Cost of equipm licable, cost of purchasing pl vense) = cation @ 4.87% supplies necessary to delieve id esk item etc., (based on pr ocation @ 4.87% rice supplies necessary to the pplements, educational mat. (education educational mat. (education education) 100.00% orinting and duplication servi- 100.00%	of annual cost: er programs services revious year(s) exper of annual cost: e program such as cli- erials, workbooks fo of annual cost: ices associated with	\$68,400.00 \$68,400.00 such as classifi such as classifi such as classification fold client utilization \$14,749.00 the contract su	d/or printers for = cation folders, c = ers, copy paper, ons during treating ch as printing of	staff use on F \$3,331.08 opy paper, fil \$2,123.32 files, etc. Cos nent sessions \$14,749.00	tunding avail = funding avail = es, pens, funding avail = st of program s, reference funding avail =	\$
Equipment Lease/Purchase/M and postage meter. And if app (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: Cost of office whiteboards, floor mats, small Direct Program: cost with a allo Nutrition Program: Cost of off supplies such as Nutritional su Facility: shared cost with a allo Printing/Duplication: Cost of pr ogram materials, and other I Facility: shared cost with a allo	faintenance: Cost of equipm likeable, cost of purchasing pl evense) = scation @ 4.87% supplies necessary to delieve I desk item etc., (based on pr ocation @ 4.87% scation @ 4.87% scation @ 100.00% oriniting and duplication servi- handouts to be given out to ocation @ 4.87%	of annual cost: er programs services er vious year(s) exper of annual cost: e program such as cl. er program such as cl. er vious year(s) exper of annual cost: ices associated with clients, (based on pr of annual cost:	\$68,400.00 \$68,400.00 \$uch as classifi \$e] = \$43,600.00 \$ssification fold c client utilizatio \$14,749.00 the contract su evious year(s) of \$10,975.00	d/or printers for = cation folders, c = ers, copy paper, ons during treatu "- ch as printing of xxpense) = =	\$3,331.08 \$2,123.32 files, etc. Cos nent session \$14,749.00 appointment \$534.48	RW services funding avail = es, pens, funding avail = st of program s, reference funding avail = t cards for clients, funding avail =	\$
Equipment Lease/Purchase/M and postage meter. And if appl (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: Cost of office : whiteboards, floor mats, small Direct Program: cost with a allo Nutrition Program: Cost of offi supplies such as Nutritional su Facility: shared cost with a allo Printing/Duplication: Cost of of program materials, and other I	faintenance: Cost of equipm licable, cost of purchasing pl pense) = cation @ 4.87% supplies necessary to delieve (desk item etc., (based on pr ocation @ 4.87% ice supplies necessary to the pplements, educational mat- bacation @ 100.00% orinting and duplication servi handouts to be given out to ocation @ 4.87% lagement in the New Millenr elopment in understanding p 100.00%	of annual cost: er programs services er programs services er programs services of annual cost: erials, workbooks fo of annual cost: ices associated with clients, (based on pr of annual cost: ium: Development i	\$68,400.00 \$68,400.00 \$such as classifiese) = \$43,600.00 sssification fold client utilizatii \$14,749.00 the contract su evious year(s) 6 \$10,975.00 and Documenta	d/or printers for = cation folders, c = ers, copy paper, nos during treats the spring of expense) = = tion of Client Cc	\$3,331.08 \$2,123.32 files, etc. Cos \$14,749.00 appointment \$534.48 ntact, Individ	W services funding avail = es, pens, funding avail = st of program s, reference funding avail = t cards for clients, funding avail = ual Service Plans,	\$
Equipment Lease/Purchase/M and postage meter. And if app (based on previous year(s) exp Facility: shared cost with a allo Office Supplies: cost of office whiteboards, floor mats, small Direct Program: cost with a allo Nutrition Program: cost with a allo Printig/Duplication: cost of program materials, and other I Facility: shared cost with a allo Training: Integrated Case Man and Client Follow-up. Skill deva (based on previous year(s) exp Facility: shared cost with a allo	faintenance: Cost of equipm likeable, cost of purchasing pl evense) = versel = 4.87% supplies necessary to delievel I desk item etc., (based on pr ocation @ 4.87% coation @ 4.87% rice supplies necessary to the piplements, educational mat ocation @ 100.00% oriniting and duplication serve handouts to be given out to ocation @ 4.87% agagement in the New Millenr elopment in understanding p ensel = vensel = ocation @ 4.87%	of annual cost: er programs services revious year(s) exper of annual cost: program such as cl erials, workbooks fo of annual cost: ices associated with clients, (based on pr of annual cost: num: Development i professional roles to of annual cost:	ps/laptops and \$68,400.00 such as classif see) = \$43,600.00 sssification fold client utilizati \$14,749.00 the contract su evious year(s) c \$10,975.00 nd Documenta nclude ethical	I/or printers for = cation folders, c = ers, copy paper, so during treats // = - ch as printing of xxpense) = = = tion of Client Cc issues and boun =	\$3,331.08 opy paper, fil \$2,123.32 files, etc. Cos nent sessions \$14,749.00 appointment \$534.48 ntact, Individ Jaries, acuity \$450.48	W services funding avail = es, pens, funding avail = st of program s, reference funding avail = t cards for clients, funding avail = ual Service Plans,	\$
Equipment Lease/Purchase/M and postage meter. And if app (based on previous year(s) sep Facility: shared cost with a allo Office Supplies: Cost of office : whiteboards, floor mats, small Direct Program: cost of office supplies such as Nutritional su Facility: shared cost with a allo Printing/Duplication: Cost of of program materials, and other I Facility: shared cost with a allo Training: Integrated Case Man and Client Follow-up. Skill deve (based on previous year(s) exp	faintenance: Cost of equipm likeable, cost of purchasing pl evense) = versel = 4.87% supplies necessary to delievel I desk item etc., (based on pr ocation @ 4.87% coation @ 4.87% rice supplies necessary to the piplements, educational mat ocation @ 100.00% oriniting and duplication serve handouts to be given out to ocation @ 4.87% agagement in the New Millenr elopment in understanding p ensel = vensel = ocation @ 4.87%	of annual cost: er programs services revious year(s) exper of annual cost: program such as cl erials, workbooks fo of annual cost: ices associated with clients, (based on pr of annual cost: num: Development i professional roles to of annual cost:	ps/laptops and \$68,400.00 such as classif see) = \$43,600.00 sssification fold client utilizati \$14,749.00 the contract su evious year(s) c \$10,975.00 nd Documenta nclude ethical	I/or printers for = cation folders, c = ers, copy paper, so during treats // = - ch as printing of xxpense) = = = tion of Client Cc issues and boun =	\$3,331.08 opy paper, fil \$2,123.32 files, etc. Cos nent sessions \$14,749.00 appointment \$534.48 ntact, Individ Jaries, acuity \$450.48	W services funding avail = es, pens, funding avail = st of program s, reference funding avail = t cards for clients, funding avail = ual Service Plans, level reduction,	\$

								0,114.00
Rent* - Cost of facility rent for office dedicated year(s) expense) =	d for RW servi	ces, based on prior	year plus increas	ed rates for	r current year, (b	based on previous		
Facility: shared cost with a allocation @	4.87%	of annual cost:	\$318,500.00	=	\$15,510.95	funding avail =	\$	6,131.00
Telephone/Communication - Direct cost of te miss appointments and conducting crisis inter appointments/groups, and other announceme	vention when	needed; internet a	nd text messagin					
Facility: shared cost with a allocation @	4.87%	of annual cost:	\$56,348.00	=	\$2,744.15	funding avail =	\$	803.00
Utlilties expenses, lights, water and trash/bio	waste (based	on previous year(s) expense) =					
Facility: shared cost with a allocation @	4.87%	of annual cost:	\$43,400.00	=	\$2,113.58	funding avail =	\$	575.00
Repair & Maintenance, AC/Heating, plumbing	, carpet/fixtur	es etc, (based on p	revious year(s) e	kpense) =				
Direct Program: cost with a allocation @	4.87%	of annual cost:	\$38,260.00	=	\$1.863.26	funding avail =	Ś	605.00

Direct Costs Total

\$ 98,760.60

strative Costs					
Personnel	FTE	Annual Salary	0.075	\$	5,822.
L. Stowers, Executive Director	0.01	\$153,000.00		\$	1,530
Direct general operations and human management of all pre- and post- awa renewals; fund analysis, including fore expenditures to individual fund account	rd grant activities inclue casts of anticipated su	uding: budget and ex urplus/deficits of pro	penditure justifications of all p gram budgets; cost allocation p	roposed and awarded grants and	their
A. Cespedes, Office Manager / Booke Compute, classify, and record numeric to obtain primary financial data for use	al data to keep financ		. Perform any combination of r	\$ outine calculating, posting, and ve	1,780 rifying dut
Compute, classify, and record numeric	al data to keep financ	ial records complete	Perform any combination of r	\$ outine calculating, posting, and ve \$	rifying dut
Compute, classify, and record numeric to obtain primary financial data for use	cal data to keep financ e in maintaining accou 0.01 ocess by working with	ial records complete inting records. \$63,648.00 the program manag	ers and the finance team to we	\$ ork within the annual budget, supp	rifying dut 636
Compute, classify, and record numeric to obtain primary financial data for use C. Hicks, Grants Manager Plans and execute the grantmaking pr	cal data to keep financ e in maintaining accou 0.01 ocess by working with	ial records complete inting records. \$63,648.00 the program manag	ers and the finance team to we	\$ ork within the annual budget, supp	rifying du

	ring							\$	1,25	
	Calculated at 21.6%: FICA 7.25% (SS 7.65% Insurance 8.8% =	+ Med-Cal 1.45%),	Worker's Comp 2	.00%, State Un	employment Ins	urance 3.3%	and Health	\$	1,25	
т	ravel							\$	10	
	Travel for personnel to engage community program collaborations for linkage to care purposes.									
	Local	15.15	miles/mon.	\$0.55	cents per mil	12	month(s) =	\$	10	
Si	upplies							\$	33	
	Equipment: Equipment Lease/Purchase/Maintenance: Cost of equipment lease for copy machines (inclusive of number of copies allowed per month) and postage meter. And if applicable, cost of purchasing desktops/laptops and/or printers for staff use on RW services, (based on previous year(s) expense) =									
	Admin Facility: shared cost with a allocatio	n 1.33%	of annual cost:	\$65,566.84	=	\$872.04	funding avail =	\$	2	
	Office Supplies: Cost of office supplies nec cabinets, desks, lights etc. , (based on prev			fication folders	s, copy paper, file	s, toner, cha	irs, tables, filing			
	Admin Facility: shared cost with a allocatio @	n 1.33%	of annual cost:	\$59,339.84	=	\$789.22	funding avail =	\$	1	
	Printing/Duplication: Cost of printing and duplication services associated with the contract such as agency brochurs, employee manuels, training materials, and other handouts to be given out to vendors, staff and volunteers, (based on previous year(s) expense) =									
	Admin Facility: shared cost with a allocatio @	n 1.33%	of annual cost:	\$9,602.40	=	\$127.71	funding avail =	\$		
	Postage: Mail proposals, invoices for reimbursement, certifications, state license and insurances, (based on previous year(s) expense) =									
	Admin Facility: shared cost with a allocatio @	n 1.33%	of annual cost:	\$3,000.00	=	\$39.90	funding avail =	\$:	
	ontractual								\$2,1	
C										

		allocation) =										
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$29,805.10	=	\$1,451.51	funding avail =	\$ 862.00				
	Ellene Wong	Monthly acco	unting (reconciliatio	on) services, (bas	ed on previo	us year(s) expe	nse) =					
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$14,272.86	=	\$695.09	funding avail =	\$ 145.00				
	Insight HR	labor laws. Co record retenti	man Resources pol intract HR personne ion, Employee enga ig body, (based on	el to manage wor agement, perforn	rkforce plann nance manag	ing, employee o	onboarding, HR					
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$36,026.99	=	\$1,754.51	funding avail =	\$ 803.00				
	Risk Management Consultant		nent for FAP staffin ased on previous y			egulations, poli	cies and	803.00				
	Facility: shared cost with a allocation @	4.87%	of annual cost:	\$7,826.09	=	\$381.13	funding avail =	\$ 333.00				

Bent*	06:	acility expenses, (ba					\$	1,315.4
	Unice lease i	aciiity expenses, (ba	ised on previous y	rear(s) exper	150) =			
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$66,391.60	=	\$883.01	funding avail =	\$	720.0
	crisis intervei	conducting client font ntion when needed; s/groups, and other	internet and text	messaging	system used to	remind clients of		
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$41,860.47	=	\$556.74	funding avail =	\$	145.0
		nditions repairs (filt evious year(s) exper		nt bulbs, mir	ior constructio	n work orders,		
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$47,261.82	=	\$628.58	funding avail =	\$	23.00
	General Liability, Auto Physical, Auto Liability, Improper Sexual Conduct, Social Service Professional, directors and officers umbrelia property, emp. Dishonesty accident insuranc, (based on previous year(s) expense) =							
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$23,930.98	=	\$318.28	funding avail =	\$	161.0
	HIPPA certification for employee, city/county business licenses, etc. Cert/Licenses expenses for processing Direct FTE to complete New Hire Onboarding training expense) = EHE annual material expenses with allocation of 100% of annual cost (based on previous year(s) expense) =							
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$30,907.73	=	\$411.07	funding avail =	\$	12.0
Repair & Maintenance	Repair & Mai	ntenance, AC/Heati	ng, plumbing,etc,	(based on p	revious year(s	expense) =		
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$17,104.28	=	\$227.49	funding avail =	\$	179.4
Membership Dues	Post vacant p	ositions on social m	edia sites to recr	uit new emp	loyees, include	indeed		
Admin Facility: shared cost with a allocation @	1.33%	of annual cost:	\$5,900.00	=	\$78.47	funding avail =	\$	75.0
Total							Ş	10,973.4

