

Local Assistance Base Award Summary Budget FY 2021-2022

Jurisdiction:

San Bernardino

Submission Date:

LINE ITEM CATEGORY	AMOUNT
Personnel (With Benefits)	\$195,751.00
Benefits	\$101,124.00
Personnel (Non-Benefit)	\$0.00
Travel	\$1,680.00
Equipment	\$0.00
Supplies	\$9,365.00
Anti-TB Medications	\$10,000.00
Subcontracts	\$0.00
Other	\$0.00
TOTAL DIRECT COSTS	\$317,920.00
Indirect Costs	\$44,531.00
TOTAL BUDGET	\$362,451.00

Prepared by:

Trent Chandler

Telephone:

909-387-6295

E-mail:

trent.chandler@dph.sbcounty.gov

Local Assistance Base Award

Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

Personnel - With benefits					
Title	New/Cont	Annual	FTE	Months	Total Salary
1. Office Assistant II	Continuing	\$ 38,330	10%	12	\$ 3,832.98
2. Supervising Public Health Nurse	New	\$ 107,296	10%	12	\$ 10,729.59
3. Registered Nurse II	Continuing	\$ 89,759	60%	12	\$ 53,855.60
4. Registered Nurse II	Continuing	\$ 89,759	60%	12	\$ 53,855.60
5. Health Services Assistant I	Continuing	\$ 43,841	40%	12	\$ 17,536.60
6. Health Services Assistant I	Continuing	\$ 43,841	40%	12	\$ 17,536.60
7. Health Services Assistant I	Continuing	\$ 43,841	40%	12	\$ 17,536.60
8. Health Services Assistant II	Continuing	\$ 49,488	20%	12	\$ 9,897.67
9. Communicable Disease Investigator	Continuing	\$ 59,981	10%	12	\$ 5,998.09
10. Office Specialist	Continuing	\$ 49,714	10%	12	\$ 4,971.38
		\$ -	0%	0	\$ -

Total Personnel (with benefits)	\$ 195,751	
--	-------------------	--

Benefits

Title	Rate (%)	Salary	Total Benefits	
1. Office Assistant II	51.66%	\$ 3,833	\$ 1,980	
2. Supervising Public Health Nurse	51.66%	\$ 10,730	\$ 5,543	
3. Registered Nurse II	51.66%	\$ 53,856	\$ 27,822	
4. Registered Nurse II	51.66%	\$ 53,856	\$ 27,822	
5. Health Services Assistant I	51.66%	\$ 17,537	\$ 9,059	

Local Assistance Base Award

Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

6. Health Services Assistant I	51.66%	\$	17,537	\$	9,059
7. Health Services Assistant I	51.66%	\$	17,537	\$	9,059
8. Health Services Assistant II	51.66%	\$	9,898	\$	5,113
9. Communicable Disease Investigator	51.66%	\$	5,998	\$	3,099
10. Office Specialist	51.66%	\$	4,971	\$	2,568
Total Benefits		\$	101,124.00		

Personnel - Non-benefit

Title	New/Cont	Annual	FTE	Months	Personnel Non-benefit Total
1.		\$ -	0%	0	\$ -
2.		\$ -	0%	0	\$ -
3.		\$ -	0%	0	\$ -
4.		\$ -	0%	0	\$ -
5.		\$ -	0%	0	\$ -
6.		\$ -	0%	0	\$ -
Total Personnel (Non-Benefit)		\$ -			

Local Assistance Base Award

Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

TOTAL - PERSONNEL SERVICES	\$	296,875		
Travel (within jurisdiction)				
<i>(Provide miles x county mileage rate, not to exceed \$0.56 per mile)</i>	Miles	Rate	Total within Jurisdiction travel	
Miles:	3000	\$ 0.56	\$ 1,680.00	
Travel (outside of jurisdiction)				
<i>(Provide miles or days of per diem or lodging and rate or amount per day - not to exceed state rate)</i>	Miles/Days	Rate/Amount per Day	Total Outside of Jurisdiction Travel	
Miles:		\$ 0.56	\$ -	
Days of Per Diem:		\$ -	\$ -	
Days of Lodging:		\$ -	\$ -	
Total Travel	\$	1,680.00		
Equipment <i>Itemize (Total Equipment Budget and Purchase cannot exceed \$50,000)</i>				

Local Assistance Base Award

Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

Description (Make and model)	Units	Cost per unit	Equipment Total
1.		\$ -	\$ -
2.		\$ -	\$ -
3.		\$ -	\$ -
4.		\$ -	\$ -
Total Equipment	\$ -		

Supplies	<i>Provide total amounts for office and clinic. Itemize laboratory supplies</i>		
Office	\$ 4,365		
Clinic Supplies	\$ 5,000		
Laboratory Supplies (Itemize)	Units	Cost per unit	Laboratory Supplies Total
1.		\$ -	\$ -
2.		\$ -	\$ -
3.		\$ -	\$ -
4.		\$ -	\$ -
Total Supplies	\$ 9,365		

Local Assistance Base Award

Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

Anti-TB Medication <i>Itemize each medication</i>			
Medication	Units	Cost per unit	Total Medication
1. Rifapentine	400	\$ 25.00	\$ 10,000
2.		\$ -	\$ -
3.		\$ -	\$ -
4.		\$ -	\$ -
Total Anti-TB Medication	\$ 10,000.00		

Subcontracts <i>Submit a copy of the contract with the application</i>			
Name of Contractor	Start Date	End Date	Contract Amount
1.			\$ -
2.			\$ -
3.			\$ -
4.			\$ -
Total Subcontracts	\$ -		

Other	<i>Itemize each Other item that does not fit in the above categories</i>

Local Assistance Base Award

Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

Other Item	Number of Units	Cost per unit	Total
1.		\$ -	\$ -
2.		\$ -	\$ -
3.		\$ -	\$ -
4.		\$ -	\$ -
Total Other	\$ -		
TOTAL DIRECT COSTS	\$ 317,920		

Indirect Costs

(State approved rate is based upon application submitted by Contractor. Not to exceed 15% of total direct costs or 25% of total personnel costs)

Indirect Costs Rate Base	Base Amount	Indirect Cost Rate (%)	Indirect Costs Amount
Personnel Services	\$ 296,875	15.000%	\$ 44,531.00
Total Direct Costs	\$ 317,920	0%	\$ -
TOTAL INDIRECT COSTS	\$ 44,531		

Local Assistance Base Award
Detail Budget FY 2021-2022

Jurisdiction: San Bernardino

Submission Date: 4/20/2021

Local Assistance Base Award

Line Item Justification FY 2021-2022

Jurisdiction: San Bernardino County

Submission Date: 4/23/2021

PERSONNEL - With Benefit
Supervising Public Health Nurse (New) (Jenny Gonzalez Hernandez)(0.1 FTE) This position coordinates the homeless housing activity and supervises TB medical-related activities, including staff who manage cases, coordinates care, performs direct observed therapy and counsels patients. This position supports priority areas one and two.
Registered Nurse II(Continuing) (Khaterina Guerrero)(0.60 FTE)This position provides case management and LTBI services including ensuring patients complete therapy, contact investigations and follow-up, patient education, provides DOT consultation to Health Services Assistants. This position is also the AIDS program liaison and is responsible for case management of co-infected AIDS/HIV clients. This position supports priority areas one and two (Housing Personnel Funds: \$13,789).
Registered Nurse II(Continuing) (Sabrina Cordova (0.60 FTE)This position provides case management and latent TB infection (LTBI) services including ensuring patients complete therapy, contact investigations and follow-up, patient education, provides DOT consultation to Health Services Assistants. This position also fulfills the duties of the inter-jurisdictional and correctional liaison nurse. This position supports priority areas one and two (Housing Personnel Funds: \$13,790).
Communicable Disease Investigator(Continuing) (Jennifer Rosales)(0.1 FTE) This position conducts contact investigations of persons exposed to active TB cases.
Health Services Assistant I(Continuing) (Katherine Myers)(0.7 FTE)This position provides directly observed therapy (DOT) services and other patient services including client transportation and translation. This position supports priority areas one and two.
Health Services Assistant I(Continuing) (Brooke Effinger)(0.5 FTE)This position provides directly observed therapy (DOT) services and other patient services including client transportation. This position supports priority areas one and two.
Health Services Assistant I(Continuing) (Dolores Robles)(0.2 FTE)This position provides B waiver care coordination, provides case manager assistance, processed MOTTs and assists with DOT, transportation, clerical support and translation. This position supports priority areas one and two.
Health Services Assistant II (Continuing) (Denise Ramirez)(0.2 FTE)This position provides B waiver care coordination, provides case manager assistance, assists with DOT, transportation, clerical support and translation. This position supports priority areas one and two.
Office Assistant II (Continuing) (Hernandez, Marciella)(0.1 FTE) This position provides general clerical support to the TB Program, including data entry, preparing charts and answering phones. This position supports priority area one and two.

Local Assistance Base Award

Line Item Justification FY 2021-2022

Jurisdiction: San Bernardino County**Submission Date: 4/23/2021**

Office Specialist (Continuing)(Toni Nigro)(0.1 FTE) This position provides general clerical support to the TB Program, including data entry, preparing charts and answering phones. This position supports priority area one and two.

PERSONNEL - Non-Benefit**TRAVEL**

Within jurisdiction: Travel is required for public health personnel to perform field DOT, case investigations, home visits, provider visits and transport of patients. 3,030 mi @ 0.56mi = \$1,680

EQUIPMENT**SUPPLIES**

General office expenses in the amount of \$4,365

Clinic supplies in the amount of \$5,000

Anti-TB Medication

Rifapentine - 400 Units x \$25 = \$10,000

OTHER

Indirect Overhead Cost: Rate @ 15% of Grant Personnel Salary & Benefits
(\$296,875 x 15% = \$44,531)

Funding Matrix

Fiscal Year 2021-2022

Jurisdiction: San Bernardino

Tuberculosis Control Program Funding Sources

Budget Category	TBCB Amount	TBCB %	Direct Federal Amount	Direct Federal %	Local Amount	Local %	Other Funding Source Amount	Other Funding Source %	Other Funding Source	Total Amount of Tuberculosis Control Program Funding
Personnel	\$ 195,751.00	43%	\$ -	0%	\$ 228,472	50%	\$ 30,000.00	7%	Med-Cal	\$ 454,222.58
Benefits	\$ 101,124.00	46%	\$ -	0%	\$ 118,028	54%	\$ 1,000.00	0%	Managed Care	\$ 220,152.42
Personnel (Non-Benefit)	\$ -									\$ -
Travel	\$ 1,680.00	25%	\$ -	0%	\$ 5,000	75%	\$ -	0%		\$ 6,680.00
Equipment	\$ -									\$ -
Supplies	\$ 9,365.00	24%	\$ -	0%	\$ 29,000	76%	\$ -	0%		\$ 38,365.00
Anti-TB Medications	\$ 10,000.00	100%	N/A	N/A	\$ -	0%	\$ -	0%		\$ 10,000.00
Subcontracts										\$ -
Other										\$ -
Indirect Costs	\$ 44,531.00	46%	\$ -	0%	\$ 51,975	54%	\$ -	0%		\$ 96,506.00
FSIE	\$ 21,670.00	100%	\$ -	0%	\$ -	0%	\$ -	0%		\$ 21,670.00
Total	\$ 384,121.00	45%	\$ -	0	\$ 432,475	103%	\$ 31,000.00	3.7%	\$ -	\$ 847,596.00

Completed by (Name, Title): Trent Chandler, Accountant III

Date Completed: 3/25/2021

Allocation of Personnel Matrix Instructions

Fiscal Year 2021-2022

Completing the Personnel Matrix

Each position listed in this matrix should have some portion of Full Time Equivalent (FTE) listed under TB Activities. **Please list each staff person only once on the matrix.**

The matrix has a table for each staffing function in the tuberculosis (TB) control program (e.g., TB controller, PHN, DOT worker). For staff who perform more than one function, please enter staff in the category that corresponds to the majority of their duties and list all additional duties in the "additional duties" space in that section.

Special instructions for nurses: under Major Duties, please check all activities each nurse is engaged in.

Name and Title: Enter the name and position title of each employee assigned to TB control. Include employees funded by the California Department of Public Health (CDPH) Tuberculosis Control Branch (TBCB), county general funds and other sources.

Full Time Equivalent (FTE): The purpose of this field is to provide each employee's percent of effort devoted to TB control activities. Enter the number of full time equivalents (FTE) devoted to "TB" and to "Other Public Health Activities". 1 FTE equals 100%. For example, a PHN working full time might be assigned to the TB Program a total of 50% (.50 FTE) and .50 FTE to other communicable disease activities.

Additional Duties beyond the Stated Definition Above: Enter any key responsibilities of the position that are not included in the given position definition.

Funding Source: Check all the appropriate boxes to identify the funding source for the employee.

- **TBCB:** Position is funded completely or partially through funds received from the CDPH TBCB.
- **Direct Federal:** Position is funded completely or partially through funds directly received from the federal government for TB control activities. This applies to Centers for Disease Control and Prevention Cooperative Agreement recipients only.
- **Local:** Position is funded completely or partially through funds received from the local jurisdiction for Tuberculosis Control.
- **Medi-Cal:** Position is funded completely or partially through funds received from Medi-Cal. Please refer to Part 3, Section 1.2B of the Tuberculosis Control Local Assistance Standards and Procedures Manual for detailed instructions regarding Medi-Cal fee-for-service reimbursement.
- **Other:** Position is funded completely or partially through funds received from sources other than the above list. *If you select Other as a funding source, please specify the source (for example, The California Endowment or California Department of Public Health Infrastructure Funds).*

Allocation of Personnel Matrix Fiscal Year 2021 - 2022

Jurisdiction

San Bernardino

Each position listed in this matrix should have some portion of Full Time Equivalent (FTE) listed under TB Activities.

TB Controller: Coordinates overall functioning of the TB program. Establishes and implements program policies and procedures.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
<div>+</div> <div>-</div>	Name in transition TB Controller	30%		-TB Controller -Establishes medical policies and procedures for the program -TB Case Consultation	<input type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	

TB Program Manager: Works with the TB Controller to oversee the development, implementation, management, and evaluation of the TB Control Program.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
<div>+</div> <div>-</div>	Name in transition Program Manager	20%	50%	- Program policy and procedure approval -Budget and fiscal -Program representation	<input type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input checked="" type="checkbox"/> Other	

Nurse(s): Public Health Nurses (PHNs), Registered Nurses (RNs), and Licensed Vocational Nurses (LVNs) that perform TB case and clinical management and perform other clinical functions, including work in a TB clinic.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Major Duties (check all that apply)	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
+	Jenny Hernandez Supervising Public Health Nurse	10%	30%	<input type="checkbox"/> Case Management <input type="checkbox"/> TB Clinic <input checked="" type="checkbox"/> Supervision <input type="checkbox"/> Other:	-Development of policies and procedures -Day to day supervision	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Federal <input type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input checked="" type="checkbox"/> Other	Immunizations Grant

Communicable Disease Investigators (CDIs): Perform contact investigation, field investigation, locate patients, serve legal orders.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
+	Khaterina Guerrero	50%	50%	-Immunizations activities	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	

Directly Observed Therapy (DOT) Workers: Facilitate adherence to TB treatment by performing direct observation of ingestion of TB therapy.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
+	Sabrina Cordova	100%			<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	

Epidemiologist: Coordinate the collection and analysis of TB-related data

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
<div>+</div> <div>-</div>	Nancy Jaggers	100%			<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	

Clerical: Provide support to facilitate efficient functioning of the TB program.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
<div>+</div> <div>-</div>	Jennifer Rosales	10%	90%	-PHPP Care Coordination	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	

Clinic Staff (List only staff not listed above): Perform activities to facilitate the efficient functioning of the TB clinic.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
<div>+</div> <div>-</div>	Darcella Wilson	10%	90%	-PHPP Care Coordination	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	

Other Staff (List only staff not listed above): Perform activities to facilitate the efficient functioning of the TB clinic.

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
<div>+ -</div>	Katherine Myers	100%			<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	
<div>+ -</div>	Brooke Effinger	100%			<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	
<div>+ -</div>	Denise Ramirez	50%	50%	-PHPP Care Coordination Activities	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	
<div>+ -</div>	Dolores Robles	10%	90%	-PHPP Care Coordination	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Other	
<div>+ -</div>	Maricela Hernandez	10%	90%	- Epidemiology	<input checked="" type="checkbox"/> TBCB <input type="checkbox"/> Direct Federal <input checked="" type="checkbox"/> Local <input type="checkbox"/> Medi-Cal	

# of Rows	Name and Title	% FTE TB Activities	% FTE Other Activities	Additional Duties Beyond Stated Definition Above	Funding Source	Describe funding if "Other"
					<input type="checkbox"/> Other	