

COUNTY OF MONTEREY

ORIGINAL

AMENDMENT #1 to AGREEMENT #A-12769

Meals on Wheels of the Monterey Peninsula

This Amendment is made and entered into by and between the County of Monterey, a political subdivision of the State of California, (hereinafter, "COUNTY"), and Meals on Wheels of the Monterey Peninsula (hereinafter, "CONTRACTOR").

This Amendment modifies the agreement for the provision of congregate meals, home-delivered meals and health promotion services to eligible residents of the Monterey Peninsula between the parties executed on August 4, 2014 (hereinafter, "Original Agreement ") by increasing the Federal share of cost by \$23,826 due to one-time-only Federal funding, increasing the total contract amount to \$414,268. Therefore, the parties agree:

1. Section 1.0 GENERAL DESCRIPTION of the Original Agreement is amended to read as follows:

1.01 The County hereby engages CONTRACTOR to perform, and CONTRACTOR hereby agrees to perform, the services described in Exhibits AA, AA-1, AA-2 and AA-3 in conformity with the terms of this Agreement. The services are generally described as follows: Provide congregate and home-delivered meals, and Health Promotion services, to seniors in the Monterey Peninsula Region.

2. Section 2.0 PAYMENT PROVISIONS of the Original Agreement is amended to read as follows:

2.01 COUNTY shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibits AA, AA-1, AA-2 and AA-3 subject to the limitations set forth in this Agreement. The total amount payable by COUNTY to CONTRACTOR under this Agreement shall not exceed the sum of \$414,268.

3. Section 4.0 SCOPE OF SERVICES AND ADDITIONAL PROVISIONS of the Original Agreement is amended to read as follows:

4.01 The following attached exhibits are incorporated herein by reference and constitute a part of this Agreement:

Exhibit AA	Scope of Services/ Payment Provisions
AA-1	Scope of Services - Title III C-1 /NSIP
AA-2	Scope of Services - Title III C-2 /NSIP
AA-3	Scope of Services - Title III D
Exhibit B	DSS Additional Provisions
Exhibit CC-1	Budget - Title III C-1 /NSIP
Exhibit CC-2	Budget - Title III C-2 /NSIP
Exhibit CC-3	Budget - Title III D
Exhibit D-1	Sample Invoice

Exhibit D-2	Annual Closeout Summary
Exhibit D-3	Equipment Acquisition Report
Exhibit D-4	Sample Quarterly Narrative Report
Exhibit D-5	Quarterly Monitoring Visit Report
Exhibit D-6	Equipment Acquisition Guidelines
Exhibit E	Elder Abuse Reporting Certification
Exhibit F	HIPAA Certification
Exhibit G	Lobbying Certification
Exhibit H	Audit Requirements

4. Sections 1.03 and 2.01 of Exhibit B of the Original Agreement are amended to read as follows:

1.03 Allowable Costs: Allowable costs shall be the CONTRACTOR's actual costs of developing, supervising and delivering the services under this Agreement as set forth in the budget, attached hereto as Exhibits CC-1, CC-2 and CC-3. Only the costs listed in Exhibits CC-1, CC-2 and CC-3 as contract expenses may be claimed as allowable costs. Any dispute over whether costs are allowable shall be resolved in accordance with the provisions of 45 Code of Federal Regulations, Part 74, Sub-Part F and 48 Code of Federal Regulations (CFR), Chapter 1, Part 31.

2.01 Outcome objectives and performance standards: CONTRACTOR shall, for the entire term of this Agreement, provide the service outcomes set forth in Exhibits AA, AA-1, AA-2 and AA-3. CONTRACTOR shall meet the contracted level of service and the specified performance standards described in Exhibits AA, AA-1, AA-2 and AA-3 unless prevented from doing so by circumstances beyond CONTRACTOR's control including, but not limited to, natural disasters, fire, theft and shortages of necessary supplies or materials due to labor disputes.


5. Exhibits A, A-1, A-2, A-3, C-1, C-2, and C-3 of the Original Agreement are rescinded, and replaced by Exhibits AA, AA-1, AA-2, AA-3, CC-1, CC-2, and CC-3, attached.

If there is any conflict or inconsistency between the provisions of the AGREEMENT, or this AMENDMENT, the provisions of this AMENDMENT shall govern. A copy of this AMENDMENT shall be attached to the original AGREEMENT, as it may have been previously amended.

Except as provided herein, all remaining terms, conditions, provisions, entitlements and obligations of the original AGREEMENT shall remain unchanged and unaffected by this AMENDMENT and shall continue in full force and effect.

IN WITNESS HEREOF, the parties hereby execute this amendment as follows:

COUNTY OF MONTEREY:

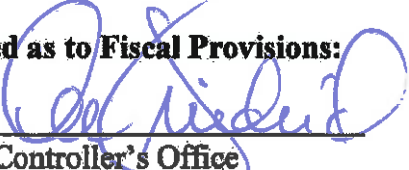
By: 
Elliott Robinson, Director
DSS

Date: 12/18/14

Approved as to Form:


Deputy County Counsel

Date: 12/12/14

Approved as to Fiscal Provisions:

Auditor-Controller's Office

Date: 12/17/14

CONTRACTOR:

**Meals on Wheels of the
Monterey Peninsula**

By: 

Title: PRESIDENT
(Chair/President/Vice-President)

Date: 12/11/14

By: 

Title: SECRETARY
(CFO/Secretary/Treasurer)

Date: 12/1/14

SCOPE OF SERVICES/PAYMENT PROVISIONS

**MEALS ON WHEELS OF THE MONTEREY PENINSULA
JULY 1, 2014- JUNE 30, 2015**

I. CONTACT INFORMATION:

<p>Contact Person & Disaster Preparedness Coordinator</p>	<p>Viveca Lohr, Executive Director Vlohr@mowmp.org</p>
<p>County Contract Manager:</p>	<p>Kathleen Murray-Phillips, Planner Area Agency on Aging Department of Social Services 1000 South Main Street Suite 301 Salinas, CA 93905 (831) 796-3530 Fax: (831) 755-8477 murrayphillipsk@co.monterey.ca.us</p>

II. OFFICE AND SITE LOCATIONS

700 Jewel Avenue
Pacific Grove, CA 93950
(831) 375-4454
Fax (831) 375-9887

Elderly Nutrition Program Dining Sites	
<p>Sally J. Griffin Active Living Center M-F at 12:00 p.m.</p> <p>700 Jewel Avenue Pacific Grove, CA 93950 (831) 375-4454</p>	<p>Monterey Senior Center M, T, Th, F at 11:30 am</p> <p>280 Dickman Avenue Monterey, CA 93940 (831) 646-3878</p>
<p>Oldemeyer Center M-F at 11:30 a.m.</p> <p>986 Hilby Avenue Seaside, CA 93955 (831) 899-6339</p>	

III. SERVICES TO BE PROVIDED BY CONTRACTOR

CONTRACTOR shall provide the services outlined in Exhibits AA, AA-1, AA-2, and AA-3.

CONTRACTOR shall provide services in compliance with the Monterey County Elderly Nutrition Program Policies, the Older Americans Act (OAA) as amended 2006, and the California Code of Regulations Title 22. Social Security, Division 1.8. California Department of Aging, Chapter 4.(1) Title III Programs – Program and Service Provider Requirements, Article 1. General Requirements for Programs and Service Providers and Article 5. Title III C-Elderly Nutrition Program.

Services shall be provided in the Monterey Peninsula/Western Region defined as Big Sur, Carmel by the Sea, Carmel Valley, Del Rey Oaks, Marina, Monterey, Pacific Grove, Sand City and Seaside.

IV. TARGETING POLICY:

Recognizing that resources are limited and not all the needs of older residents can be met through Older Americans' Act funding, CONTRACTOR is required to ensure best efforts and attempts are demonstrated for reaching older adults in greatest social and economic need.

The Older Americans Act, Amendments of 2006 defines the term *Greatest Economic Need* as the need resulting from an income level at or below the poverty line. The term *Greatest Social Need* means the need caused by:

- Physical and mental disabilities
- Language barriers
- Isolation caused by cultural, racial or ethnic status
- Social or geographic isolation

Particular attention is required to serve older individuals that are:

- Low-income minorities
- Native Americans
- Residents in rural areas
- Limited English-speakers
- At risk for institutionalization
- Older adults with disabilities
- Older adults with Alzheimer's disease or related dementias
- Lesbian, Gay, Bisexual and Transgender (LGBT) older adults

V. GETCARE LICENSES

COUNTY will pay for one (1) GetCare license for CONTRACTOR each month. Any additional licenses shall be the financial responsibility of CONTRACTOR. To obtain additional licenses, contact Laura Emery at RTZ, (510) 986-6700 x202, or via e-mail at Laura@RTZAssociates.com. Licenses will be issued to individuals.

When there is a change in staff, CONTRACTOR must notify the AAA in writing within 15 days.

VI. AUDIT PROVISIONS

CONTRACTOR is required to provide an audit as per the terms in Exhibit H. Additionally, CONTRACTOR shall ensure that State-Funded expenditures are displayed along with the related federal expenditures in the Single Audit report "Schedule of Expenditures of Federal Awards" (SEFA) under the appropriate Catalog of Federal Domestic Assistance (CFDA) number as referenced in Exhibits AA-1, AA-2, and AA-3.

VII. INVOICE/PAYMENT PROVISIONS

Claims for Payment will be submitted electronically through the GetCare system.

CONTRACTOR shall comply with the appropriate benchmark requirements for service units to be delivered in order to draw down contract funds in accordance with the terms of this Agreement. The applicable benchmark for each type of service is identified in Section I, Services to be Provided, and Section II, Performance Reporting.

Ten percent (10%) of the maximum amount of grant funds may be drawn down per month. Amounts greater than 10% may be approved by the County Contract Manager.

COUNTY shall pay CONTRACTOR in accordance with Article 6, Payment Conditions of the Agreement. Claims for payment shall be submitted in the form set forth in Exhibit D-1, Sample Invoice, by the 10th of the month for services rendered in the previous month.

Exhibit D-2, Annual Closeout Summary, shall be submitted by CONTRACTOR to COUNTY no later than July 10, 2015.

Exhibit D-3, Equipment Acquisition Report, shall accompany CONTRACTOR's invoice to COUNTY as appropriate. Equipment must be received by June 30, 2015 for expenses to be claimed against this Agreement. Any equipment or physical assets obtained by CONTRACTOR utilizing funds pursuant to the terms of this Agreement shall be inventoried and considered the property of the COUNTY and tendered to the COUNTY upon termination of services by CONTRACTOR. Equipment purchase guidelines are outlined in Exhibit D-6.

VIII. PAYMENT SUMMARY

<i>Funding Type</i>	<i>FY 2014-15 TOTALS</i>	<i>7/1/14 – 9/30/14 Maximum Amounts</i>
Title III, C-1	\$111,689	\$22,787
C-1, NSIP	\$11,140	\$2,714
Title III, C-2	\$202,772	\$50,566
C-2, NSIP	\$75,102	\$18,377
III D, Health Promotion	\$13,565	\$3,169
TOTAL:	\$414,268	\$97,613

The maximum amount to be paid by COUNTY to CONTRACTOR for the period July 1, 2014 through September 30, 2014 shall not exceed ninety-seven thousand, six hundred and thirteen dollars (\$97,613). Unused funds will roll-over to the remaining contract period beginning October 1, 2014.

The total amount payable by COUNTY to CONTRACTOR for the period July 1, 2014 through June 30, 2015 shall not exceed four hundred and fourteen thousand, two hundred and sixty-eight dollars (\$414,268).

This Agreement is funded by the California Department of Aging (CDA) Agreement #AP-1415-32. The terms and conditions of the CDA Agreement are incorporated herein by reference, and on file with County's Department of Social Services. Upon request, County will provide an electronic copy of the Agreement to Contractor.

**TITLE III C-1 CONGREGATE NUTRITION (CFDA #93.045)
NUTRITION SERVICES INCENTIVE PROGRAM (NSIP) (CFDA 93.053)
SCOPE OF SERVICES**

I. SERVICES TO BE PROVIDED

CONTRACTOR shall provide nutritious hot lunches to the four Elderly Nutrition Program Dining Centers listed in Exhibit A in accordance with the California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.5. Nutrition Requirements of Meals. Lunch meals are eligible for Title III C-1 and NSIP funding.

CONTRACTOR shall provide the services of a registered dietitian (RD) for the Monterey Peninsula Region or notify the AAA in writing if unable to provide the RD duties below:

- Complete quarterly inspections at congregate meal and kitchen sites in accordance with California Code of Regulations Title 22, California Uniform Retail Food Facilities Law (CURFFL), the California Retail Food Code (CRFC) and Division of Occupational Safety and Health (Cal/OSHA) regulations. The Quarterly Monitoring Visit shall be in the form set forth in Exhibit D-5. Send completed reports to the County Contract Manager by the 10th of October, January, April, and June.
- Provide input, review and approve content of quarterly nutrition education services for participants in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.11. Nutrition Education Services for Participants and send annual written training plan to the County Contract Manager by the 10th of August.
- Review and approve content of client-satisfaction surveys in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.1.
- Review and approve content of annual staff trainings at congregate meal and kitchen sites in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7636.5. Staff/Volunteer Requirements and send annual written training plan to the County Contract Manager by the 10th of July.

**Title III-C1 Congregate Nutrition (CFDA #93.045)
Nutrition Services Incentive Program (NSIP) CFDA (93.053)**

CONTRACTOR shall provide nutritious hot meals Monday through Friday including but not limited to the Elderly Nutrition Program Dining Centers listed above in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.5. Nutrition Requirements of Meals:

- a. Submit a minimum of a 4 week menu to the AAA Registered Dietitian (RD) for approval at least two weeks in advance of service
- b. Food substitutions to meals originally planned must also be approved by the AAA RD in advance.
- c. Limit sodium in menus to the DGA standard of 500-700 milligrams per meal and include an icon on the menu indicating any meal that exceeds the recommended sodium level.

CONTRACTOR shall complete and maintain temperature documentation for meals in accordance with the California Retail Food Code (CRFC).

CONTRACTOR shall maintain nutrition risk assessment screenings of congregate meal participants and annual nutrition education needs assessment in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7636.1.7 General Requirements.

CONTRACTOR shall participate in quarterly kitchen inspections completed by the AAA RD to monitor for safe food handling and sanitation practices in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7636.1. General Requirements.

CONTRACTOR shall complete a minimum of 4 hours of staff training in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7636.5. Staff/Volunteer Requirements.

1. Service:

Title III C-1 Congregate Meals (NAPIS 8)

Unit of Service Definition:

Title III C-1 Congregate Meals are lunch meals provided to an eligible individual in a congregate group setting. The meals meet all of the requirements of the Older Americans Act and State/Local laws, and assure a minimum one-third of the Dietary Reference Intake, and comply with Dietary Guidelines for Americans. Meals must also meet the Nutrition Services Incentive Program (NSIP) requirements.

Unit of Service Measurement:

1 Meal

Estimated Service Units to be delivered:

Title III C-1: 17,000

Benchmark for Title C-1 Meals to be served

by September 30 th :	4,250	Units (25%)
by December 31 st :	8,500	Units (50%)
by March 31 st :	12,750	Units (75%)
by June 30 th :	17,000	Units (100%)

II. PERFORMANCE REPORTING

CONTRACTOR shall enter data monthly into the AAA GetCare System by the 10th of the month following the month of service. Title III C-1 and NSIP meals are registered services which require client profile information such as name, birthdate, zip code, etc., and the quantity and type of services provided. Nutrition Education is not a registered service but does require client estimate information.

CONTRACTOR shall provide a quarterly narrative report to COUNTY describing the progress of services by October 10, 2014, January 10, 2015, April 10, 2015 and July 10, 2015. The Narrative Report shall be in the form set forth in Exhibit D-4.

COUNTY has an expectation that a certain number of services are delivered within each reporting period. The benchmark is determined by dividing the service units into the number of months within the contract term. The COUNTY has expectations that CONTRACTOR will deliver the contracted service units within 20% of the benchmark.

If CONTRACTOR falls below the required benchmark percentage for two (2) consecutive quarters, CONTRACTOR will provide a corrective action plan to the AAA describing the reason for the occurrence and a plan to meet the benchmark.

III. MATCH REQUIREMENTS

Title III C-1 requires a local cash/in-kind match of 10.53%. The required match is calculated by taking the total program costs less program income, non-matching contributions, and NSIP, multiplied by the matching requirement percentage.

Incentive funding for NSIP requires no local match or in-kind match; however, NSIP funds can only be applied towards food costs.

IV. PAYMENT SUMMARY

The maximum amount to be paid by COUNTY to CONTRACTOR for Title III C - 1 and NSIP Program for the period July 1, 2014 through September 30, 2014 shall not exceed twenty-five thousand, five hundred and one dollars (\$25,501). Unused funds will roll-over to the remaining contract period beginning October 1, 2014.

The total amount payable by COUNTY to CONTRACTOR for the period July 1, 2014 through June 30, 2015 shall not exceed one hundred twenty-two thousand, eight hundred and twenty-nine dollars (\$122,829).

**TITLE III C-2 HOME DELIVERED MEALS (CFDA #93.045)
NUTRITION SERVICES INCENTIVE PROGRAM (NSIP) (CFDA 93.053)
SCOPE OF SERVICES**

I. SERVICES TO BE PROVIDED

CONTRACTOR shall provide nutritious hot home-delivered meals Monday through Friday in accordance with the California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.5 Nutrition Requirements of Meals.

CONTRACTOR shall provide one home-delivered meal to eligible individuals in the Monterey Peninsula region in accordance with the California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.7 Eligibility for Nutrition Services. These main meals are eligible for Title III C-2 and NSIP funding.

CONTRACTOR may provide one additional meal to eligible individuals. Additional meals that meet all of the requirements of the Older Americans Act and State/Local laws, assure a minimum one-third of the current Dietary Reference Intake, and comply with dietary guidelines for Americans are eligible for NSIP funding.

CONTRACTOR shall provide Home Delivered Nutrition Services in accordance with the California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.3. Requirements for Home Delivered Nutrition Services.

CONTRACTOR shall provide the services of a registered dietitian (RD), or notify the AAA if unable to provide these RD duties below:

- Conduct menu meal analysis and approve substitutions as needed prior to meal service in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.5. Nutrition Requirements of Meals.
- Complete quarterly inspections of kitchen and home delivery routes to verify safe practices in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Sections 7636.1. General Requirements and 7636.3 Staff Qualifications and send completed reports to the AAA Contract Manager by the 10th of October, January, April, and July.
- Provide input, review and approve content of quarterly nutrition education services for participants in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5, Section 7638.11. Nutrition Education Services for Participants and send annual written training plan to the County Contract Manager by the 10th of August.
- Review and approve content of annual staff trainings in accordance with California Code of Regulations Title 22 Div. 1.8 Chapter 4, Article 5,

Section 7636.5. Staff/Volunteer Requirements and send annual written training plan to the County Contract Manager by the 10th of July.

1. Service

Title III C-2 Home-delivered meal (HDM) (NAPIS 4)

Unit of Service Definition:

Title III C-2 HDM are main meals provided to an eligible individual in his or her place of residence, that meet all of the requirements of the Older Americans Act and State/Local laws, assure a minimum one-third of the current Dietary Reference Intake, and comply with dietary guidelines for Americans. Meals must also meet the Nutrition Services Incentive Program (NSIP) requirements.

Unit of Service Measurement:

1 Meal

Estimated Service Units to be delivered:

Title III C-2 HDM: 111,000

Benchmark of Title III C-2 HDM to be delivered:

by September 30 th :	27,750	Units	(25%)
by December 31 st :	55,500	Units	(50%)
by March 31 st :	83,250	Units	(75%)
by June 30 th :	111,000	Units	(100%)

II. PERFORMANCE REPORTING

CONTRACTOR shall enter data monthly into the AAA GetCare System by the 10th of the month following the month of service. Title III C-2 and NSIP meals are registered services which require client profile information such as name, birthdate, zip code, etc., and the quantity and type of services provided. Nutrition Education is not a registered service but does require client estimate information.

CONTRACTOR shall provide a quarterly narrative report to COUNTY describing the progress of services by October 10, 2014, January 10, 2015, April 10, 2015 and July 10, 2015. The Narrative Report shall be in the form set forth in Exhibit D-4.

COUNTY has an expectation that a certain number of services are delivered within each reporting period. The benchmark is determined by dividing the service units into the number of months within the contract term. The COUNTY has expectations that CONTRACTOR will deliver the contracted service units within 20% of the benchmark.

If CONTRACTOR falls below the required benchmark percentage for two (2) consecutive quarters, CONTRACTOR will provide a corrective action plan to the AAA describing the reason for the occurrence and a plan to meet the benchmark.

III. MATCH REQUIREMENTS

Title III C-2 requires a local cash/in-kind match of 10.53%. The required match is calculated by taking the total program costs less program income, non-matching contributions, and NSIP, multiplied by the matching requirement percentage.

Incentive funding for NSIP requires no local match or in-kind match; however, NSIP funds can only be applied towards food costs.

IV. PAYMENT SUMMARY

The maximum amount to be paid by COUNTY to CONTRACTOR for Title III C - 2 and NSIP Program for the period July 1, 2014 through September 30, 2014 shall not exceed sixty-eight thousand nine hundred and forty-three dollars (\$68,943). Unused funds will roll-over to the remaining contract period beginning October 1, 2014.

The total amount payable by COUNTY to CONTRACTOR for the period July 1, 2014 through June 30, 2015 shall not exceed two hundred seventy-seven thousand, eight hundred and seventy-four dollars (\$277,874).

**TITLE III D (CFDA #93.043)
HEALTH PROMOTION
SCOPE OF SERVICES**

I. SERVICES TO BE PROVIDED

CONTRACTOR shall provide evidence based Health Promotion Services at Sally Judd Griffin Senior Center in Pacific Grove. Evidence based is defined as programs that have been developed using scientific research to develop and test the intervention and then document that the program achieves what it claimed for the majority of participants. Evidence based programs used a tested curriculum so every participant gets the same information and the programs are led by individuals trained and certified to lead this specific workshop.

1. Service:

Health Promotion (NAPIS 16 Other)

Unit of Service Definition

Provide health risk assessments; routine health screening; nutrition counseling/education services; evidence-based health promotion; physical fitness, group exercise, music, art therapy, dance movement and programs for multigenerational participation; home injury control services; screening for the prevention of depression and coordination of other mental health services; gerontological and social service counseling; and education on preventative health services. Primary activities are normally on a one-to-one basis; if done as a group activity, each participant shall be counted as one contact unit.

Unit Measure:

1 Contact

Estimated Service Units to be delivered:

2,280

Benchmark of Nutrition Education Services

by September 30 th :	570	Units	(25%)
by December 31 st :	1,140	Units	(50%)
by March 31 st :	1,710	Units	(75%)
by June 30 th :	2,280	Units	(100%)

II. PERFORMANCE REPORTING

CONTRACTOR shall enter data monthly into the AAA GetCare System by the 10th of the month following the month of service. Health Promotion is not a registered service but does require client estimate information.

CONTRACTOR shall provide a quarterly narrative report to COUNTY describing the progress of services by October 10, 2014, January 10, 2015, April 10, 2015 and July 10, 2015. The Narrative Report shall be in the form set forth in Exhibit D-4.

COUNTY has an expectation that a certain number of services are delivered within each reporting period. The benchmark is determined by dividing the service units into the number of months within the contract term. The COUNTY has expectations that CONTRACTOR will deliver the contracted service units within 20% of the benchmark.

If CONTRACTOR falls below the required benchmark percentage for two (2) consecutive quarters, CONTRACTOR will provide a corrective action plan to the AAA describing the reason for the occurrence and a plan to meet the benchmark.

III. MATCH REQUIREMENTS

Title III-D requires a local cash/in-kind match of 10.53%. The required match is calculated by taking the total program costs less program income, and non-matching contributions, multiplied by the matching requirement percentage.

IV. PAYMENT SUMMARY

The maximum amount to be paid by COUNTY to CONTRACTOR for Title III D for the period July 1, 2014 through September 30, 2014 shall not exceed three thousand, one hundred and sixty-nine dollars (\$3,169). Unused funds will roll-over to the remaining contract period beginning October 1, 2014.

The total amount payable by COUNTY to CONTRACTOR for the period July 1, 2014 through June 30, 2015 shall not exceed **thirteen thousand, five hundred and sixty-five dollars (\$13,565)**.

Monterey County AAA Budget Certification Report

Fiscal Year 2014-2015

Title III-C1: Congregate Meals

Meals on Wheels of the Monterey Peninsula

ExpCat	Budget Cash	Budget InKind
Salaries / Vol IK	130,000	58,500
Payroll Taxes	43,000	-
Employee Benefits	34,000	-
Volunteer Reimbursements	-	-
Travel / Vol Travel	-	-
Conference / Trainings / Meetings	500	-
Professional Fees: Acctg/Legal/DP	10,500	-
Equipment Purchase	-	-
Equipment Rental / Maintenance	7,500	-
Occupancy	15,000	-
Insurance (Not Vech / Occ)	5,000	-
Utilities / Communications	5,000	-
Postage / Shipping	4,500	-
Printing / Publication	15,000	-
Public Relations / Advertising	-	-
Subs / Membership Dues	1,000	-
Supplies	3,500	-
Overhead (8% limit)	-	-
Food / Food Service	55,000	-
Vehicle Operation	6,600	-
Awards / Events	500	-
Client Support	-	-
Federal Mental Health	-	-
Low Income Subsidy	-	-
Depreciation	-	-
Nutrition Education	-	-
Bank Service Fees	1,000	-
Subcontractor	-	-
Miscellaneous	1,000	-
Expense Totals	398,600	58,500

AAA Grant	NSIP Grant	OTO Grant	Project Income	CNonMatch	IKNonMatch	CashMatch	IKMatch	GRTotal	Required Match
91,150	11,140	20,539	37,380	178,391	-	58,500	58,500	397,100	17,921

I certify that the amounts displayed are accurate and correct.



 Provider Signature: EXEC. DIR

Approved by V. Kirtland Date 11-10-14
 AAA Fiscal Officer

Approved by [Signature] Date 12-3-14
 AAA Management Analyst

Revision Date 12/1/14

Monterey County AAA Budget Certification Report

Fiscal Year 2014-2015

Title: III-C2: Home Delivered Meals

Meals on Wheels of the Monterey Peninsula

Exp/Cat	Budget Cash	Budget In/Kind
Salaries / Vol IK	225,000	193,500
Payroll Taxes	96,750	-
Employee Benefits	85,000	-
Volunteer Reimbursements	-	-
Travel / Vol Travel	-	65,395
Conference / Trainings / Meetings	1,000	-
Professional Fees: Acctg/Legal/DP	20,000	-
Equipment Purchase	-	-
Equipment Rental / Maintenance	10,000	-
Occupancy	25,000	-
Insurance (Not Vech / Occ)	5,520	-
Utilities / Communications	5,575	-
Postage / Shipping	6,500	-
Printing / Publication	21,000	-
Public Relations / Advertising	1,000	-
Subs / Membership Dues	1,000	-
Supplies	4,000	-
Food / Food Service	316,500	-
Vehicle Operation	2,000	-
Overhead (8% limit)	-	-
Awards / Events	1,000	-
Client Support	-	-
Federal Mental Health	-	-
Low Income Subsidy	-	-
Depreciation	-	-
Nutrition Education	-	-
Bank Service Fees	1,500	-
Subcontractor	-	-
Miscellaneous	-	-
Expense Totals	\$28,345	258,895
		1,087,240

AAA Grant	NSIP Grant	OTO Grant
202,267	75,102	505

Project Income	CNonMatch	IKNonMatch	CashMatch	IKMatch	GRTotal	Required Match
156,800	393,671	-	-	258,895	1,087,240	48,614

I certify that the amounts displayed are accurate and correct.

[Signature]
 Provider Signature

Approved by *[Signature]*
 AAA Fiscal Officer

Date 11-10-14

Approved by *[Signature]*
 AAA Management Analyst

Date 12-3-14

Revision Date 12/1/14

Monterey County AAA Budget Certification Report

Fiscal Year 2014-2015

Title III-D Health Promotion

Meals on Wheels of the Monterey Peninsula

ExpCat	Budget Cash	Budget InKind
Salaries / Vol IK	9,000	7,488
Payroll Taxes	-	-
Employee Benefits	-	-
Volunteer Reimbursements	-	-
Travel / Vol Travel	-	-
Conference / Trainings / Meetings	-	-
Professional Fees: Acctg/Legal/DP	-	-
Equipment Purchase	-	-
Equipment Rental / Maintenance	-	-
Occupancy	892	-
Insurance (Not Veh / Occ)	-	-
Utilities / Communications	-	-
Postage / Shipping	2,000	-
Printing / Publication	1,673	-
Public Relations / Advertising	-	-
Subs / Membership Dues	-	-
Supplies	-	-
Food / Food Service	-	-
Vehicle Operation	-	-
Overhead (8% limit)	-	-
Awards / Events	-	-
Client Support	-	-
Federal Mental Health	-	-
Low Income Subsidy	-	-
Depreciation	-	-
Nutrition Education	-	-
Bank Service Fees	-	-
Subcontractor	-	-
Miscellaneous	-	-
Expense Totals	13,565	7,488
		21,053

AAA Grant 12,673

NSIP Grant -

OTO Grant 892

Project Income CNonMatch IKNonMatch CashMatch IKMatch GRTotal
 Required Match 2,217

I certify that the amounts displayed are accurate and correct.

Revision Date 12/1/14

Approved by [Signature] Date 11-30-14
 AAA Fiscal Officer

Approved by [Signature] Date 12-3-14
 AAA Management Analyst