

COUNTY OF MONTEREY

AMENDMENT #1 to AGREEMENT #5010-74 Alzheimer's Association

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 Alzheimer's Association (hereinafter, "CONTRACTOR").

WHEREAS, The COUNTY and CONTRACTOR entered into an Agreement for the provision of family caregiver support for Monterey County residents for a term of July 1, 2020 through June 30, 2021 with a total contract not to exceed amount of \$76,121 (hereinafter, "Original Agreement").

WHEREAS, The County was notified by the California Department of Aging on February 5, 2021, of the availability of one-time only funding.

WHEREAS, The Parties wish to amend the Agreement by **adding one-time-only funding to the amount of \$12,656 through June 30, 2021, for a total contract not to exceed amount of \$88,777 and by adding required language to Exhibit HH, Audit and Recovery of Overpayments Requirements.**

NOW THEREFORE, the parties agree to amend the Agreement as follows:

The Agreement is hereby amended on the terms and conditions as set forth in the Original Agreement and in Amendment No. 1, incorporated herein by this reference, except as specifically set forth below.

1. Paragraph titled "PAYMENT PROVISIONS", shall be amended to the following: **"County shall pay the CONTRACTOR in accordance with the payment provisions set forth in Exhibit AA, 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 \$88,777."**
2. Section XIV of **Exhibit AA** Payment Summary reflects the addition of **\$12,656** through June 30, 2021, to the contract amount of \$76,121 for a total amount payable by COUNTY to CONTRACTOR under this agreement of **\$88,777**.
3. **Exhibit CC** provides budget detail for the funds being added.
4. **Exhibit HH** adds required language to the Audit & Recovery of Overpayments Requirements.
5. Except as provided herein, all remaining terms, conditions and provisions of the Agreement are unchanged and unaffected by this Amendment No. 1 and shall continue in full force and effect as set forth in the Agreement.

6. A copy of this Amendment No. 1 shall be attached to the Agreement.

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

COUNTY OF MONTEREY:

Alzheimer's Association

Contractor's Business Name

By: _____
Lori Medina
DSS Director

DocuSigned by:
Elizabeth Elderly
53B72346F4264AF
By: _____
(Chair, President, Vice President)

Date: _____

(Print Name & Title)
Date: 3/30/2021 | 9:44 AM PDT

Approved as to Form:

DocuSigned by:
Theresa Sullivan, Director of Operations
D5B5F00DA66F434...
By: _____
(Secretary, CFO, Treasurer)

DocuSigned by:
Anne Brenton, County Counsel
07025F3AA36B4A4
Deputy County Counsel
4/14/2021 | 2:37 PM PDT
Date: _____

(Print Name and Title)
Date: 4/13/2021 | 10:48 AM PDT

Approved as to Fiscal Provisions:

DocuSigned by:
Gary Giboney
D3834BFECTD9449
Auditor-Controller's Office
Date: 4/14/2021 | 2:42 PM PDT

ALZHEIMER'S ASSOCIATION
TITLE III-E (CFDA #93.052)

FAMILY CAREGIVER SUPPORT PROGRAM

July 1, 2020 – June 30, 2021
SCOPE OF SERVICES/PAYMENT PROVISIONS

I. CONTACT INFORMATION

Contact & Disaster Preparedness Coordinator: Nora Peyton
Regional Director
21 Lower Ragsdale Suite B
Monterey, CA 93940
(831) 647-9890
Fax: (831) 655-9241
nopeyton@alz.org

County Contract Manager: **Allison Yant, Interim Director**
Area Agency on Aging
Department of Social Services
730 La Guardia St.
Salinas, CA 93905
(831) 883-7511 Fax: (831) 883-7563
yanta@co.monterey.ca.us

II. OFFICE

Address: 21 Lower Ragsdale, Monterey, CA 93940

Days and Hours of Service: Monday through Friday, 8:00 a.m. until 4:30 p.m.

III. SUBAWARD INFORMATION

Sub-award: AP-2021-32, AP2021-32-A1

CONTRACTOR DUNS Number: 053445532

Date County Awarded Funding: 7/1/2020

CFDA Pass-through Information and Dollar Amount:

California Department of Aging – Agreement #AP-2021-32 and #AP-2021-32-A1
#93.052 – Title III-E FCSP – \$88,777

Federal Award Description: Administration on Aging, Department of Health and Human Services – National Family Caregiver Support

Research and Development: no

Indirect Cost Rate: Maximum reimbursable indirect rate of 10% is allowable by Monterey County under this contract. Amounts over that threshold and up to the FNICRA of 28.57% will be funded by the CONTRACTOR and may be used as part of the in-kind match required.

IV. COMPLIANCE REQUIREMENTS

This Agreement is supported with State and Federal funds and requires compliance with all regulations under the following laws:

1. Clean Air Act, as amended. [42 USC 7401]
2. Clean Water Act, as amended. [33 USC 1251]
3. Federal Water Pollution Control Act, as amended. [33 USC 1251, et seq.]
4. Environmental Protection Agency Regulations. [40 CFR, 29] [Executive Order 11738]
5. Public Contract Code Section 10295.3
6. Occupational Safety and Health Administration applicable regulations [OSHA Act].

In addition, there are local requirements of the Monterey County Area Agency on Aging (AAA) for all service providers outlined in the AAA Service Providers' Handbook. Electronic version available upon request.

V. SERVICES TO BE PROVIDED BY CONTRACTOR

Services shall be provided for residents of Monterey County.

CONTRACTOR shall provide information services, support services, and access services to family caregivers. Services shall be provided in accordance with the California Code of Regulations, Title 22, Social Security, Division 1.8, California Department of Aging.

Family Caregiver Support Program - An adult (18 years of age or older) family member or another individual (e.g., friend or neighbor) who is an informal (i.e., unpaid) provider of in-home or community care to a care receiver. A care receiver is an older individual (60 years of age or older) with Alzheimer's disease or related disorder with neurological and organic brain dysfunction.

1. Information Services:
 - a. Public Information
Unit of Service Measurement: 1 Activity
Estimated Service Units to be delivered: 300 Activities
 - b. Community Education
Unit of Service Measurement: 1 Activity
Estimated Service Units to be delivered: 20 Activities
2. Access Assistance Services:
 - a. Caregiver Outreach
Unit of Service Measurement: 1 Contact
Estimated Service Units to be delivered: 250 Contacts

b. Information and Assistance
Unit of Service Measurement: 1 Contact
Estimated Service Units to be delivered: 225 Contacts

3. Support Services:

a. Caregiver Counseling
Unit of Service Measurement: 1 Hour
Estimated Service Units to be delivered: 150 Hours

b. Support Groups
Unit of Service Measurement: 1 Hour
Estimated Service Units to be delivered: 1,250 Hours

VI. 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

VII. PERFORMANCE REPORTING

CONTRACTOR shall enter data monthly into the AAA GetCare System by the 10th day of the month following the month of service. Caregiver Support Group is a registered service and requires client profile information such as name, birthdate, zip code, etc., and the quantity and type of services provided. Information & Assistance, Public Information, and Community Education is not a registered service and requires client estimate information and summary information on activities.

CONTRACTOR shall provide quarterly narrative reports to the COUNTY describing the progress of services by October 10, 2020, January 10, 2021, April 10, 2021 and July 10, 2021. The Narrative Reports shall be in the form of Exhibit D-4.

COUNTY has an expectation that a certain number of services are delivered within each reporting period (monthly and quarterly). Estimated service units are expected to be delivered evenly throughout the year and within 20% of estimate.

If CONTRACTOR's deliverables fall below estimated levels for two (2) consecutive quarters, and if requested by the County, CONTRACTOR will provide a corrective action plan to the AAA describing the reason for the occurrence and a plan to meet the stated estimates

VIII. GETCARE LICENSES

COUNTY will pay for two (2) GetCare licenses each month. Any additional licenses shall be the financial responsibility of CONTRACTOR. To obtain additional licenses, contact Alana Hawkins at RTZ, (510) 986-6700 x511, or via e-mail at Alana@GetCare.com. Licenses will be issued to individuals. When there is a change in staff, CONTRACTOR must notify the AAA in writing within 15 days.

IX. MATCH REQUIREMENTS

Title III-E requires a local cash/in-kind match of 25%. The required match is calculated by taking the total program costs less program income and non-matching contributions, multiplied by the matching requirement percentage. NSIP requires no local match, or in-kind match.

X. 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, 93.052.

XI. EQUIPMENT

CONTRACTOR must receive prior approval from COUNTY in writing for equipment purchases over \$5,000. In addition, any computing devices, regardless of cost, require justification and approval by COUNTY.

Competitive quotations shall be solicited for Equipment purchases. Prices may be obtained from competitive bids, catalogs, price lists, letter, telephone quotation, agreements, multi-user contact or verbally. The names of the businesses submitting quotations, date and amount of each quotation shall be recorded and maintained. The CONTRACTOR will select the quote that is most advantageous to the CONTRACTOR AND COUNTY. The action and results must be documented.

Equipment purchases must follow the Purchasing Guidelines thresholds below:

1. Less than \$3,000 – One quote minimum is required.

2. More than \$3,000 but less than \$15,000 – A minimum of two quotes is required.
3. Greater than \$15,000 but less than \$50,000 – Three quotes are required.

Exhibit D-3, Equipment Acquisition Report, shall accompany CONTRACTOR's invoice to COUNTY as appropriate.

Equipment must be received by June 30, 2021 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 COUNTY and tendered to the COUNTY upon termination of services by CONTRACTOR. Any equipment no longer needed by CONTRACTOR must be tendered to the COUNTY. Equipment purchase guidelines are outlined in Exhibit D-5. A current Inventory Listing of all equipment shall be maintained and updated with each contract and amended contract as needed (Exhibit D-6).

XII. PROGRAM INCOME

Program income is defined as revenue generated by CONTRACTOR through contract-support activities and includes:

- Voluntary contributions received from a participant or other party for services rendered (e.g. guest meal fees);
- Income from usage or rental fees of real or personal property acquired with grant funds or funds provided under this Agreement;
- Royalties received on patents and copyrights from contract-supported activities; and
- Proceeds from the sale of items purchased under a AAA agreement (REQUIRES WRITTEN APPROVAL FROM AAA).

It is required that the CONTRACTOR provide each recipient of a AAA funded service with an opportunity to voluntarily contribute. Those funds must be tracked and considered program income for that particular service. There shall be no tracking of recipients regarding contributions or lack of contributions. Estimated contributions are included in attached budgets and shall be used to expand the service.

All Program Income must be received within the contract term and must be spent by the end of the fiscal year, June 30, 2021.

XIII. 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 III, Services to be Provided, and Section V, 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 Exhibit B, Section I. PAYMENT BY COUNTY. Claims for payment shall be submitted in the form set forth in Exhibit D-1, Sample Invoice, by the 10th day of the month for services rendered in the previous month, with the final invoice due no later than June 10, 2021. CONTRACTOR acknowledges that all funding under this Agreement will be exhausted by May 31, 2021; however, services will continue through June 30, 2021 with other program funding and will be recorded as Cash Match.

Exhibit D-2, Annual Closeout Summary, shall be submitted by CONTRACTOR to COUNTY no later than July 10, 2021.

Exhibit D-3, Equipment Acquisition Report, shall accompany CONTRACTOR's invoice to COUNTY as appropriate.

XIV. PAYMENT SUMMARY

<i>Funding Type</i> Title III-E, FCSP	<i>FY 2020-21 TOTALS</i>
Information Services	
Public Information	\$14,870
Community Education	\$27,796
Sub-Total	\$42,666
Access Assistance Services	
Outreach	\$11,402
Information & Assistance	\$12,162
Sub-Total	\$23,564
Support Services	
Caregiver Counseling	\$10,461
Caregiver Support Groups	\$12,086
Sub-Total	\$22,547
TOTAL:	\$88,777

The total amount payable by COUNTY to CONTRACTOR for the period July 1, 2020 through June 30, 2021 shall not exceed **eighty-eight thousand, seven hundred seventy-seven dollars (\$88,777)**.

This Agreement is funded by the California Department of Aging (CDA) Agreement #AP-2021-32 and #AP-2021-32-A1. 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.

**MONTEREY COUNTY AREA AGENCY ON AGING
PLANNING AND SERVICE AREA NO. 32**

FAMILY CAREGIVER SUPPORT BUDGET

BUDGET PERIOD: JULY 1, 2020 - JUNE 30, 2021

Name of Agency: Alzheimer's Disease and Related Disorders Association, Inc.

Address of Agency: 21 Lower Ragsdale Drive, Suite B

Monterey, CA 93940

Project Name: Family Caregiver Support Project

Federal Funding Source and Federal Catalog #

Title III E

X	93.052
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Budget Version

Check one: Original

X	
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Revision

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Certification:

I hereby certify to the best of my knowledge and belief that the Budget reflects the necessary, reasonable and allowable costs to attain the objectives and goals of this project. I further certify that the amounts displayed are accurate and correct.

Preparer's Signature / Date

Preparer's Name (Printed) and telephone number

Executive Director's Signature / Date

Executive Director's Name (Printed) and telephone number

For Area Agency on Aging Use Only

Reviewed for:

- Completeness and Accuracy
- Reviewed for Allowable Costs
- Indirect Cost limit 10%
- Required Match of 25%

Date Budget Received: _____

Budget Approved by Fiscal Officer: Veronica Renteria 4/15/21

Budget Approved by Program: _____

Get-Care Updated by Vendor: _____

Get-Care Verified by Fiscal Officer: _____

Budget Template Last Updated: 4/23/19 By Veronica Renteria

MONTEREY COUNTY AREA AGENCY ON AGING, PSA 32

SECTION A

Agency: Alzheimer's Disease and Related Disorders Association, Inc.

Project: Family Caregiver Support Project

Category	(1) Information Services		(2) Access Assistance		(3) Support Services		(4) Respite Care		(5) Supplemental Services		(6) Total Title III-E Budget	
	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind
Salaries/Vol IK	35,099	-	20,452	-	19,435	-	-	-	-	-	74,986	-
Payroll Taxes	-	-	-	-	-	-	-	-	-	-	-	-
Employee Benefits	7,557	-	4,688	-	5,274	-	-	-	-	-	17,519	-
SUBTOTAL:	42,656	-	25,140	-	24,709	-	-	-	-	-	92,505	-
Volunteer Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-
*Travel	-	-	-	-	-	-	-	-	-	-	-	-
Conference/Trainings/Meetings	-	-	-	-	-	-	-	-	-	-	-	-
Professional Fees: Acct/ Legal	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Purchase	4,455	-	-	-	-	-	-	-	-	-	4,455	-
Equipment Rental and Maintenance	-	-	-	-	-	-	-	-	-	-	-	-
Occupancy	-	-	-	-	-	-	-	-	-	-	-	-
Insurance (Excluding Veh. & Occ.)	-	-	-	-	-	-	-	-	-	-	-	-
Utilities	-	-	-	-	-	-	-	-	-	-	-	-
Postage/ Shipping	-	-	-	-	-	-	-	-	-	-	-	-
Printing / Publications	-	-	-	-	-	-	-	-	-	-	-	-
Public Relations /Advertising	-	-	-	-	-	-	-	-	-	-	-	-
Membership Dues and Subscriptions	-	-	-	-	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-	-	-	-	-
Food/Food Service	-	-	-	-	-	-	-	-	-	-	-	-
Vehicle Operation	-	-	-	-	-	-	-	-	-	-	-	-
Overhead: 10% limit of Grant Fundin	2,500	4,750	2,500	4,750	2,500	4,750	-	-	-	-	7,500	14,250
Awards/ Events	-	-	-	-	-	-	-	-	-	-	-	-
Client Support	-	-	-	-	-	-	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-	-	-	-	-	-	-
Nutrition Education	-	-	-	-	-	-	-	-	-	-	-	-
Bank Service Fees	-	-	-	-	-	-	-	-	-	-	-	-
Subcontractor	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-
Total Project Costs	49,611	4,750	27,640	4,750	27,209	4,750	-	-	-	-	104,460	14,250

*Eligible expenses shall be reimbursed per the County's Travel and Business Expense Reimbursement Policy available at:

<http://www.co.monterey.ca.us/auditor/policies.htm> CONTRACTOR must provide a detailed breakdown of authorized expenses.

SECTION B:
SCHEDULE OF DIRECT CAREGIVER SUPPORT SERVICES (III E)

BUDGET PERIOD								DATE:	
JULY 1, 2020 - JUNE 30, 2021								1/0/1900	
SERVICE CATEGORIES	(a) Total Budgeted Costs	(b) Program Income	Non-Matching Contributions		(e) State Funds	Matching Contributions		(h) Federal Share	
			(c) Cash	(d) In-Kind		(f) Cash	(g) In-Kind		
Public Information	19,893					2,648	2,375	14,870	
Community Education	34,468					4,297	2,375	27,796	
Total Information Services	54,361	-	-	-		6,945	4,750	42,666	
Outreach	15,933					2,156	2,375	11,402	
Information & Assistance	16,457					1,920	2,375	12,162	
Interpretation/Translation	-						-	-	
Legal Resources	-						-	-	
Total Access Assistance Services	32,390	-	-	-		4,076	4,750	23,564	
Caregiver Assessment	-						-	-	
Caregiver Counseling	14,765					1,929	2,375	10,461	
Caregiver Peer Counseling	-						-	-	
Caregiver Support Group	17,194					2,733	2,375	12,086	
Caregiver Training	-						-	-	
Caregiver Case Management	-						-	-	
Total Support Services	31,959	-	-	-		4,662	4,750	22,547	
In-Home Supervision	-						-	-	
Homemaker Assistance	-						-	-	
In-Home Personal Care	-						-	-	
Home Chore	-						-	-	
Out-of-Home Day Care	-						-	-	
Out-of-Home Overnight Care	-						-	-	
Total Respite Care Services	-	-	-	-		-	-	-	
Assistive Devices	-						-	-	
Home Adaptations	-						-	-	
Caregiving Services Registry	-						-	-	
Emergency Cash/Material Aid	-						-	-	
Total Supplemental Services	-	-	-	-		-	-	-	
TOTAL III E DIRECT SERVICES	118,710	-	-	-		15,683	14,250	88,777	

Funding Source Summary

Category	(1) Service Information		(2) Access		(3) Caregiver Support		(4) Respite		(5) Supplemental Services		Total Title III-E Budget	
	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind
Grant Related Income, Section E	-		-		-		-		-		-	
Contributions (+) Non-Matching, Section F	-	-	-	-	-	-	-	-	-	-	-	-
Contributions (+) Matching, Section G	6,945	4,750	4,076	4,750	4,662	4,750	-	-	-	-	15,683	14,250
AAA Grant Funds	42,666		23,564		22,547		-		-		88,777	
Total Funding	49,611	4,750	27,640	4,750	27,209	4,750	-	-	-	-	104,460	14,250

*Round all figures

SECTION E:

Schedule of Program Income

Source	Amount
Total:	\$0.00

Program Income Definition: Program Income is defined as earnings by a service provider realized from grant supported activities.

- A. The following types of income comprise "Program Income."
 - 1. Participant donations from persons who participate or benefit from such activities.
 - 2. Usage or rental fees.
 - 3. Sales of assets purchased with grant funds.
 - 4. Royalties, patents, and copyrights.

- B. Not to be included are:
 - 1. Revenues from non-activity related fundraisers.
 - 2. Gifts from philanthropic organizations or individuals.
 - 3. Rebates, discounts, and recoveries on losses which should be treated as "applicable credits."

SECTION F:

Schedule of Contributions - Non Matching

Source of Contributions	Cash	In-Kind	Total
Donations and Contributions			\$ -
Foundations & Organizations			\$ -
Government Agencies:			\$ -
Government Agencies:			\$ -
Government Agencies:			\$ -
Government Agencies:			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Totals:	-	-	\$ -

Note: Under "**Government Agencies**" please list the agency providing funding and what type of funds were received. (i.e. Government Agencies: City of Seaside, CDBG; list amount in "Cash".)

Cash total should not include Federal Older American's Act Funds. Total of both Cash and In-Kind funds should equal Section D & E.

SECTION G:

Schedule of Contributions - Matching

Source of Contributions	Cash	In-Kind	Total
Donations and Contributions	15,683	14,250	\$ 29,933
Foundations and Organizations			\$ -
Government Agencies:			\$ -
Government Agencies:			\$ -
Government Agencies:			\$ -
Government Agencies:			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Totals:	15,683	14,250	\$ 29,933

Total of Cash and In-Kind funds should equal Section D & E.

Program income cannot count toward satisfying a cost-sharing or matching requirement of the Title III E sub-grant, supporting the activity giving rise to the income.

There is a 25% minimum matching requirement on Title III E funds. To compute amount of match required: take the **Total Funding less Program Income, less non-matching funds** and multiply by the minimum % matching requirement above.

Match may be met by Cash or In-Kind contributions. See related California Department of Aging matching guidelines.

Match Req. %	GR total	Cash non-match	IK non-match	AAA Claim	Program Income	Cash Match	IK Match	Req. Match
<i>Family Caregiver Support Project</i>								
Original Amount	118,710	0	0	88,777	0	15,683	14,250	29,678
Fund Increase		0	0		0	0	0	0
25.00%	118,710	0	0	88,777	0	15,683	14,250	29,678
								Difference
Required Match (Original)	118,710	0	0	88,777	0	15,683	14,250	match OK
Required Match (Amended)	118,710	0	0	88,777	0	15,683	14,250	match OK

Match Req'd
Increase Req'd
New Match Req'd

MONTEREY COUNTY AREA AGENCY ON AGING, PSA 32

SECTION A

Agency: Alzheimer's Disease and Related Disorders Association, Inc.

Project: Family Caregiver Support Project

Category	Information Services								(6) Total Title III-E Budget	
	Public Information		Community Education						Cash	In/Kind
	Cash	In/Kind	Cash	In/Kind						
Salaries/Vol IK	13,314		21,785						35,099	-
Payroll Taxes									-	-
Employee Benefits	2,954		4,603						7,557	-
SUBTOTAL:	16,268	-	26,388	-	-	-	-	-	42,656	-
Volunteer Reimbursement									-	-
*Travel									-	-
Conference/Trainings/Meetings									-	-
Professional Fees: Acct/ Legal									-	-
Equipment Purchase			4,455						4,455	-
Equipment Rental and Maintenance									-	-
Occupancy									-	-
Insurance (Excluding Veh. & Occ.)									-	-
Utilities									-	-
Postage/ Shipping									-	-
Printing / Publications									-	-
Public Relations /Advertising									-	-
Membership Dues and Subscriptions									-	-
Supplies									-	-
Food/Food Service									-	-
Vehicle Operation									-	-
Overhead: 10% limit of Grant Funding	1,250	2,375	1,250	2,375					2,500	4,750
Awards/ Events									-	-
Client Support									-	-
Depreciation									-	-
Nutrition Education									-	-
Bank Service Fees									-	-
Subcontractor									-	-
Miscellaneous									-	-
Federal Indirect Rate 28.57%									-	-
									-	-
									-	-
Total Project Costs	17,518	2,375	32,093	2,375	-	-	-	-	49,611	4,750

*Eligible expenses shall be reimbursed per the County's Travel and Business Expense Reimbursement Policy available at: <http://www.co.monterey.ca.us/auditor/policies.htm> CONTRACTOR must provide a detailed breakdown of authorized expenses.

MONTEREY COUNTY AREA AGENCY ON AGING, PSA 32

SECTION A

Agency: Alzheimer's Disease and Related Disorders Association, Inc.
 Project: Family Caregiver Support Project

Category	Access Assistance Services										(6) Total Title III-E Budget	
	Outreach		Information & Assistance		Interpretation/Translation		Legal Resources		Cash	In/Kind	Cash	In/Kind
	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind				
Salaries/Vol IK	9,846		10,606								20,452	-
Payroll Taxes											-	-
Employee Benefits	2,462		2,226								4,688	-
SUBTOTAL:	12,308	-	12,832	-	-	-	-	-	-	-	25,140	-
Volunteer Reimbursement											-	-
*Travel											-	-
Conference/Trainings/Meetings											-	-
Professional Fees: Acct/ Legal											-	-
Equipment Purchase											-	-
Equipment Rental and Maintenance											-	-
Occupancy											-	-
Insurance (Excluding Veh. & Occ.)											-	-
Utilities											-	-
Postage/ Shipping											-	-
Printing / Publications											-	-
Public Relations /Advertising											-	-
Membership Dues and Subscriptions											-	-
Supplies											-	-
Food/Food Service											-	-
Vehicle Operation											-	-
Overhead: 10% limit of Grant Funding	1,250	2,375	1,250	2,375							2,500	4,750
Awards/ Events											-	-
Client Support											-	-
Depreciation											-	-
Nutrition Education											-	-
Bank Service Fees											-	-
Subcontractor											-	-
Miscellaneous											-	-
											-	-
											-	-
											-	-
											-	-
Total Project Costs	13,558	2,375	14,082	2,375	-	-	-	-	-	-	27,640	4,750

*Eligible expenses shall be reimbursed per the County's Travel and Business Expense Reimbursement Policy available at: <http://www.co.monterey.ca.us/auditor/policies.htm> CONTRACTOR must provide a detailed breakdown of authorized expenses.

MONTEREY COUNTY AREA AGENCY ON AGING, PSA 32

SECTION A

Agency: Alzheimer's Disease and Related Disorders Association, Inc.
 Project: Family Caregiver Support Project

Category	Support Services												(6) Total Title III-E Budget	
	Assessment		Counseling		Peer Counseling		Support Group		Training		Case Management		Cash	In/Kind
	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind		
Salaries/Vol IK			8,905				10,530					19,435	-	
Payroll Taxes												-	-	
Employee Benefits			2,235				3,039					5,274	-	
SUBTOTAL:	-	-	11,140	-	-	-	13,569	-	-	-	-	24,709	-	
Volunteer Reimbursement												-	-	
*Travel												-	-	
Conference/Trainings/Meetings												-	-	
Professional Fees: Acct/ Legal												-	-	
Equipment Purchase												-	-	
Equipment Rental and Maintenance												-	-	
Occupancy												-	-	
Insurance (Excluding Veh. & Occ.)												-	-	
Utilities												-	-	
Postage/ Shipping												-	-	
Printing / Publications												-	-	
Public Relations /Advertising												-	-	
Membership Dues and Subscriptions												-	-	
Supplies												-	-	
Food/Food Service												-	-	
Vehicle Operation												-	-	
Overhead: 10% limit of Grant Funding			1,250	2,375			1,250	2,375				2,500	4,750	
Awards/ Events												-	-	
Client Support												-	-	
Depreciation												-	-	
Nutrition Education												-	-	
Bank Service Fees												-	-	
Subcontractor												-	-	
Miscellaneous												-	-	
Total Project Costs	-	-	12,390	2,375	-	-	14,819	2,375	-	-	-	27,209	4,750	

*Eligible expenses shall be reimbursed per the County's Travel and Business Expense Reimbursement Policy available at:
<http://www.co.monterey.ca.us/auditor/policies.htm> CONTRACTOR must provide a detailed breakdown of authorized expenses.

MONTEREY COUNTY AREA AGENCY ON AGING, PSA 32

SECTION A

Agency: Alzheimer's Disease and Related Disorders Association, Inc.

Project: Family Caregiver Support Project

Category	Respite Care Services												(6) Total Title III-E Budget	
	In-Home Supervision		Homemaker Assistance		In-Home Personal Care		Home Chore		Out-of-Home Day Care		Out-of-Home Overnight Care		Cash	In/Kind
	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind		
Salaries/Vol IK													-	-
Payroll Taxes													-	-
Employee Benefits													-	-
SUBTOTAL:	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Volunteer Reimbursement													-	-
*Travel													-	-
Conference/Trainings/Meetings													-	-
Professional Fees: Acct/ Legal													-	-
Equipment Purchase													-	-
Equipment Rental and Maintenance													-	-
Occupancy													-	-
Insurance (Excluding Veh. & Occ.)													-	-
Utilities													-	-
Postage/ Shipping													-	-
Printing / Publications													-	-
Public Relations /Advertising													-	-
Membership Dues and Subscriptions													-	-
Supplies													-	-
Food/Food Service													-	-
Vehicle Operation													-	-
Overhead: 10% limit of Grant Funding													-	-
Awards/ Events													-	-
Client Support													-	-
Depreciation													-	-
Nutrition Education													-	-
Bank Service Fees													-	-
Subcontractor													-	-
Miscellaneous													-	-
Total Project Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-

*Eligible expenses shall be reimbursed per the County's Travel and Business Expense Reimbursement Policy available at: <http://www.co.monterey.ca.us/auditor/policies.htm> CONTRACTOR must provide a detailed breakdown of authorized expenses.

MONTEREY COUNTY AREA AGENCY ON AGING, PSA 32

SECTION A

Agency: Alzheimer's Disease and Related Disorders Association, Inc.
 Project: Family Caregiver Support Project

Category	Supplemental Services										(6) Total Title III-E Budget	
	Assistive Devices		Home Adaptations		Caregiving Services Registry		Emergency Cash/Material Aid		Cash	In/Kind	Cash	In/Kind
	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind	Cash	In/Kind				
Salaries/Vol IK											-	-
Payroll Taxes											-	-
Employee Benefits											-	-
SUBTOTAL:	-	-	-	-	-	-	-	-	-	-	-	-
Volunteer Reimbursement											-	-
*Travel											-	-
Conference/Trainings/Meetings											-	-
Professional Fees: Acct/ Legal											-	-
Equipment Purchase											-	-
Equipment Rental and Maintenance											-	-
Occupancy											-	-
Insurance (Excluding Veh. & Occ.)											-	-
Utilities											-	-
Postage/ Shipping											-	-
Printing / Publications											-	-
Public Relations /Advertising											-	-
Membership Dues and Subscriptions											-	-
Supplies											-	-
Food/Food Service											-	-
Vehicle Operation											-	-
Overhead: 10% limit of Grant Funding											-	-
Awards/ Events											-	-
Client Support											-	-
Depreciation											-	-
Nutrition Education											-	-
Bank Service Fees											-	-
Subcontractor											-	-
Miscellaneous											-	-
Total Project Costs	-	-	-	-	-	-	-	-	-	-	-	-

*Eligible expenses shall be reimbursed per the County's Travel and Business Expense Reimbursement Policy available at: <http://www.co.monterey.ca.us/auditor/policies.htm> CONTRACTOR must provide a detailed breakdown of authorized expenses.

AUDIT & RECOVERY OF OVERPAYMENTS REQUIREMENTS

I. CPA Audit on Termination:

1.01 Audit Requirement

At the request of COUNTY, CONTRACTOR shall give to COUNTY an audit report(s) covering the contract period, prepared by an independent Certified Public Accountant. The purpose of the audit requirement is determining whether the reported costs are fair and reasonable and have been computed in accordance with generally accepted accounting principles, with the provisions of this Agreement, and with all applicable COUNTY requirements. The audit must identify all federal, state, and matching funds issued under this Agreement as a note, or as a supplemental schedule of expenses within Contractor's audits.

If CONTRACTOR expends a total of \$750,000 or more of federal funding per fiscal year, CONTRACTOR is required to submit an annual audit report(s) that was performed in compliance with the Uniform Guidance.

If CONTRACTOR expends less than \$750,000 in federal funding per fiscal year, then the COUNTY shall require an annual audit report(s) be performed in accordance with the Generally Accepted Auditing Standards (GAAS).

1.02 Audit Submission /Fiscal Year-end

CONTRACTOR shall provide COUNTY with the audit report(s), required herein no later than six (6) months after the close of CONTRACTOR's Fiscal Year, except when CONTRACTOR has expended \$750,000 in federal funding and the Uniform Guidance allows a nine (9) month deadline. In the case where providing the required audit within the specified time period represents an unreasonable hardship, CONTRACTOR shall alert COUNTY and request an extension. Additional documentation may be requested by COUNTY to grant the extension.

1.03 Audit Format

CONTRACTOR may submit to COUNTY one of the following in satisfaction of this Audit requirement:

1) If CONTRACTOR expends a total of \$750,000 or more of federal funding per fiscal year, CONTRACTOR is required to submit an annual audit report(s) that was performed in compliance with the Uniform Guidance.

-OR-

2) If CONTRACTOR expends less than \$750,000 in federal funding per fiscal year, then the COUNTY shall require an annual audit report(s) be performed in accordance with the Generally Accepted Auditing Standards (GAAS).

-OR-

3) Additionally, at the discretion of the CONTRACTOR, a program specific audit report(s) may be submitted in accordance with the Uniform Guidance.

All Audits must include the following information within their audit:

- a) A separate schedule listing programs and funding, see recommended format, **Exhibit G-1**.
- b) All Management Letters received by the CONTRACTOR relating to the performed audit, shall be submitted in conjunction with the annual audit report(s) to the COUNTY.

1.04 Payment for Audit

CONTRACTOR shall bear all costs in connection with, or resulting from, any audit and/or inspections including, but not limited to, actual cost incurred and the payment/repayment of any expenditures disallowed by COUNTY, State or Federal government entities, including any assessed interest and penalties.

If CONTRACTOR is exempt from federal audit procedures under UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS (Uniform Guidance), then payment for this audit shall be made by CONTRACTOR with resources other than grant funds, or those used for matching purposes. If CONTRACTOR is not exempt from federal audit procedures under the UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS (Uniform Guidance), the cost of audits made in accordance with the provisions of this part are allowable charges to Federal awards. The charges may be considered a direct cost or an allocated indirect cost, as determined in accordance with the provisions of applicable Uniform Guidance cost principles, other applicable cost principles or regulations.

II. Contractor Records

Funds provided by COUNTY shall be accounted for separately in CONTRACTOR's books and records. CONTRACTOR shall keep a systematic accounting record of the receipt and disbursement of COUNTY funds. CONTRACTOR shall permit COUNTY to audit, examine and to copy excerpts and transcripts from such records and to conduct audits or reviews of all records including, but not limited to, invoices, materials, personnel records, bank account records, business records, billing statements, payroll records, business expense records, and all other data related to matters covered by this Agreement. CONTRACTOR shall maintain such data and records in an accessible location and condition for a period of at least four (4) years from the close of this Agreement term, or until after the conclusion of any audit, whichever occurs last. The State of California and/or any Federal agency providing funds for this Agreement shall have the same rights conferred upon COUNTY herein. CONTRACTOR shall keep records that are sufficient to permit the tracing of funds to a level of expenditure adequate to ensure that the funds have not been unlawfully spent. CONTRACTOR's records shall describe and support the use of funds for the agreed upon project or services outlined in this Agreement.

III. Recovery of Overpayments: If any audit shows that COUNTY has paid to CONTRACTOR any amount in excess of properly allowable costs, then CONTRACTOR shall reimburse COUNTY for that amount, either by a cash payment made within thirty (30) days after COUNTY notifies CONTRACTOR of the overpayment, or by an offset made by COUNTY against any payments owed by COUNTY to CONTRACTOR under this or any other contract.

Exhibit HH

DocuSigned by:

Elizabeth Elgerly

(signature of authorized representative)

3/30/2021 | 9:44 AM PDT

(date)