

CONTRACTOR'S NAME
BUDGET AND EXPENDITURE REPORT
For Monterey County - Behavioral Health

Fiscal Year _____

Program Name: _____

AVATAR Program(s): _____

Unduplicated Number of Clients Served: _____

Address: _____

Service Description	Mode of Service	Service Function Code	Total Units of Service	Amount Due from the COUNTY	Estimated Medi-Cal Units of Service	Estimated Federal Financial Participation (FFP) Revenue
						\$ -

				Approved Budget	Actual for 6 Months	Actual Year-to-Date
A. PROGRAM REVENUES						
Monterey County Funds (Monterey County's Use):						
Provisional Rates						
		Estimated Federal Financial Participation (FFP)		\$ -		
					\$ -	
Total Requested Monterey County Funds					\$ -	\$ -
Other Program Revenues						
TOTAL PROGRAM REVENUES (equals Allowable Costs)				\$ -	\$ -	\$ -

B. ALLOWABLE COSTS - Allowable expenditures for the care and services of placed Monterey County clients allocated in accordance with requirements contained in this Agreement. Expenditures should be reported within the cost categories list. CONTRACTOR is expected to be able to identify direct and indirect costs directly from its financial statements.

I. Direct Cost Centers - a direct cost, as defined in OMB A-87, is a cost that can be identified specifically with a particular final cost objective.

A. Mode Costs (Direct Services)		Approved Budget	Actual for 6 Months	Actual Year-to-Date
1	Salaries and wages (please fill out Supplemental Schedule of Salaries and Wages)			
2	Payroll taxes			
3	Employee benefits			
4	Workers Compensation			
5	Severance Pay (if required by law, employer-employee agreement or established written policy or associated with County's loss of funding)			
6	Temporary Staffing			
7	Flexible Client Spending (please provide supporting documents)			
8	Travel (costs incurred to carry out the program)			
9	Employee Travel and Conference			
10	Communication Costs			
11	Utilities			
12	Cleaning and Janitorial			
13	Maintenance and Repairs - Buildings			

EXHIBIT H

	Approved Budget	Actual for 6 Months	Actual Year-to-Date
14 Maintenance and Repairs - Equipment			
15 Printing and Publications			
16 Memberships, Subscriptions and Dues			
17 Office Supplies			
18 Postage and Mailing			
19 Medical Records			
20 Data Processing			
21 Rent and Leases - equipment			
22 Rent and Leases - building and improvements (please identify the property address and method of cost allocation)			
23 Taxes and assessments (Please identify the property address and method of cost allocation)			
24 Interest in Other Long-term debts (please identify the property address and method of cost allocation)			
25 Other Professional and Consultant Services (allowable with prior specific approval from Monterey County and must meet the criteria of a direct cost)			
26 Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133)			
27 Miscellaneous (please provide details)			
28 Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)			
29 Total Mode Costs	\$ -	\$ -	\$ -
B. Administrative Costs - the allocation base must reasonably reflect the level of service received by the County from the program/activity and there must be a direct causal relationship between the allocation based used and the service provided.			
30 Salaries and Benefits			
31 Supplies			
32 Others - please provide details. Expense must be authorized by the County and/or not prohibited under Federal, State or local law or regulations.			
33 Depreciation Expenses (please exclude assets purchased by COUNTY funds and provide Schedule of Depreciation expense.)			
34 Total Administrative Costs	\$ -	\$ -	\$ -
35 TOTAL DIRECT COSTS	\$ -	\$ -	\$ -

II Indirect Cost Centers - include all costs that are incurred for a common or joint purpose benefitting more than one final cost objective, that are not readily assignable to the cost objective specifically benefitted without effort disproportionate to the results achieved. The indirect cost centers correspond directly with the expense accounts defined in the Accounting Standards and Procedures for Counties, which is published by the California State Controller's Office.

INDIRECT COSTS	Approved Budget	Actual for 6 Months	Actual Year-to-Date
36 Equipment (purchase price of less than \$5000)			
37 Rent and Leases - equipment			
38 Rent and Leases - building and improvements			
39 Taxes and assessments			
40 Insurance and Indemnity			
41 Maintenance - equipment			
42 Maintenance - building and improvements			
43 Utilities			
44 Household Expenses			
45 Interest in Bonds			
46 Interest in Other Long-term debts			
47 Other interest and finance charges			

EXHIBIT H

		Approved Budget	Actual for 6 Months	Actual Year-to-Date
48	Contracts Administration			
49	Legal and Accounting (when required for the administration of the County Programs)			
50	Audit Costs and Related Services (Audits required by and conducted in accordance with the Single Audit Act (OMB Circular A-133))			
51	Data Processing			
52	Personnel Administration			
53	Medical Records			
54	Other Professional and Specialized Services			
55	Transportation and Travel			
56	Advertising (for recruitment of admin personnel, procurement of services and disposal of surplus assets)			
57	Total Indirect costs	\$ -	\$ -	\$ -
63	Total Allowable Costs	\$ -	\$ -	\$ -
COST REPORT INFORMATION:				
64	Land			
65	Buildings and Improvements			
66	Equipment (purchase price of \$5000 or more)			
67	Total	0		
<p><i>We hereby certify to the best of our knowledge, under penalty of perjury, that the above report is true and correct, that the amounts reported are traceable to (Contractor's Name) accounting records, and that all Monterey County funds received for the purposes of this program were spent in accordance with the Contract's program requirements, the Agreement and all applicable Federal, State and County laws and regulations. Falsification of any amount disclosed herein shall constitute a false claim pursuant to California Government Code Section 12650 et seq.</i></p>				

Executive Director's Signature

Date

Finance Director's Signature

Date

Supplemental Schedule of Salaries and Wages - Mode Cost (Direct Services)

TITLE OF POSITION	Annual Salary/Wage	FTE (Full Time Employee)	TOTAL
Sample: Social Worker	\$ 45,000	0.75	\$ 33,750
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
Total Salaries and Wages			\$ -