

**SUBMITTAL TO THE BOARD OF SUPERVISORS  
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

108



**FROM:** Department of Public Social Services

**SUBMITTAL DATE:**  
April 9, 2013

**SUBJECT:** FY 2013/14 Requested Budget for the Public Authority

**RECOMMENDED MOTION:** That the Board of Supervisors:

1. Approve the FY 2013/14 Requested Budget for the Public Authority (Attachment A); and
2. Authorize the Director of DPSS to submit the Budget/Rate Package to the State for approval.

**BACKGROUND:**

The Riverside County In-Home Supportive Services (IHSS) Public Authority is a State mandated program resulting from the passage of AB 1682. Program responsibilities include developing and maintaining the provider registry, providing access to training, and maintaining provider benefits. The Riverside County IHSS Public Authority will also provide consumer input and policy development through the In-Home Supportive Services Advisory Committee.

*Susan Loew*

(Continued on Page 2)

Susan Loew, Director

<b>FINANCIAL DATA</b>	Current F.Y. Total Cost:	\$ 2,708,926	In Current Year Budget:	N/A
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	13-14

<b>SOURCE OF FUNDS:</b>			<b>Positions To Be Deleted Per A-30</b>	<input type="checkbox"/>
Federal Funding:	49.0%;	State Funding: 51.0%;	County Funding: 0%;	
Realignment Funding:	0%;	Other Funding: 0%	<b>Requires 4/5 Vote</b>	<input type="checkbox"/>

**C.E.O. RECOMMENDATION:** APPROVE

BY: *Debra Cournoyer*  
Debra Cournoyer

County Executive Office Signature

Policy  Policy

Consent  Consent

Dep't Recomm.:  
Per Exec. Ofc.:

Prev. Agn. Ref.:

District: ALL

Agenda Number:

3-21

Departmental Concurrence

**BACKGROUND (Continued):**

The FY 13/14 requested budget anticipates an increase of 16.5% in provider hours from FY 12/13. The Public Authority also handles existing workload which includes health benefits for the providers who serve our clients.

The total proposed budget for FY 13/14 is estimated to be \$2,708,926, which is an increase of \$254,204 compared to the FY 12/13 budget. The total FY 13/14 budget increase is 10.4%.

With the Board's approval, this budget will be submitted to the California Department of Social Services (CDSS) for approval. CDSS will convert this budget into an hourly rate based on the number of service hours that will be rendered by individual providers to IHSS clients. We estimate that the hourly rate for administrative costs will be \$0.13 per hour of service provided, which is a \$0.01 decrease from the budgeted amount for FY 12/13.

The funding ratios for the budget are as follows:

Federal	49.00%
State	51.00%
County	<u>0.00%</u>
TOTAL	100.00%

**ATTACHMENTS:**

- Attachment A – Budget Summary
- Attachment B – Line Item Budget
- Attachment C – Cash Flow Statement

SL:PR:clh

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
 FY 13/14  
 Attachment A

Line No.	Item Description		On-Going		Total Budget	Total Services	Total Admin.	Portion of Rate
<b>Provider Costs</b>								
1	IP Wages @ 20,576,462 projected hours @ \$11.50 per hour		On-Going		236,629,316	236,629,316		11.50
2	IP Benefit @ \$.60 per hour		On-Going		12,345,877	12,345,877		0.60
3	IP Employer Tax @ 8%		On-Going		18,930,345	18,930,345		0.92
	<b>Total Provider Costs</b>				<b>\$ 267,905,538</b>	<b>\$ 267,905,538</b>		<b>13.02</b>
<b>Administrative Salaries and Benefits</b>								
	IHSS Pub Authority Exec Director		On-Going	1	104,091		104,091	
	Administrative Svcs Manager		On-Going	2	155,796		155,796	
	Sr. Community Program Specialist		On-Going	1	58,003		58,003	
	Sr. Administrative Analyst		On-Going	2	152,565		152,565	
	Community Program Specialist II		On-Going	5	271,366		271,366	
	Administrative Svcs Analyst II		On-Going	1	59,456		59,456	
	Social Services Assistant (Registry)		On-Going	4	124,675		124,675	
	Secretary II		On-Going	1	50,198		50,198	
	DPSS Office Support Supervisor I		On-Going	1	41,657		41,657	
	Office Assistant III		On-Going	6	174,414		174,414	
	Human Resources Clerk		On-Going	1	31,722		31,722	
	Sr. Human Resources Clerk		On-Going	1	35,284		35,284	
	<b>Sub Total</b>			<b>26</b>	<b>1,259,226</b>		<b>\$ 1,259,226</b>	
	<b>Admin Benefit &amp; Taxes</b>				<b>598,575</b>		<b>\$ 598,575</b>	
4	<b>Total Salaries, Benefits and Taxes</b>				<b>\$ 1,857,800</b>		<b>\$ 1,857,800</b>	<b>0.09</b>
<b>Operating Costs</b>								
5	Facility (Security & Wiring)	One Time		Direct	-		-	0.0000
6	Facility (Space)		On-Going	Direct	32,323		32,323	0.0016
7	Workstation Costs	One Time		Direct	-		-	0.0000
8	Temporary Help Services		On-Going	Direct	12,000		12,000	0.0006
9	1-800 Toll Free Services		On-Going	Direct	12,000		12,000	0.0006
10	Provider Background Checks	*	On-Going	Direct	-		-	0.0000
11	Provider Medical Screenings	*	On-Going	Direct	7,500		7,500	0.0004
12	Provider Training Material		On-Going	Direct	30,000		30,000	0.0015
13	Consultant Fees		On-Going	Direct	-		-	0.0000
14	Registry/Benefit Software Maintenance		On-Going	Direct	50,000		50,000	0.0024
15	Staff Training		On-Going	Direct	8,000		8,000	0.0004
16	Transportation		On-Going	Direct	3,500		3,500	0.0002
17	Transportation Maintenance		On-Going	Direct	1,500		1,500	0.0001
18	Communications-Cell Phone/Blackberry		On-Going	Direct	81,800		81,800	0.0040
19	Liability Insurance		On-Going	Generic	30,000		30,000	0.0015
20	Facility Improvements	One Time		Direct	-		-	0.0000
21	Staff Travel		On-Going	Generic	12,500		12,500	0.0006
22	Memberships		On-Going	Generic	15,000		15,000	0.0007
23	Miscellaneous Expenses		On-Going	Generic	5,916		5,916	0.0003
24	Books/Publications/Subscriptions		On-Going	Generic	300		300	0.0000
25	Office Supplies		On-Going	Generic	8,500		8,500	0.0004
26	Office Supplies	One Time		Generic	-		-	0.0000
27	Office Equipment	One Time		<b>Direct</b>	48,000		48,000	0.0023
28	Office Equipment		On-Going	<b>Direct</b>	5,000		5,000	0.0002
29	Facility Safety Supplies	One Time		Generic	-		-	0.0000
30	Building Maintenance and Supplies	One Time		<b>Direct</b>	11,000		11,000	0.0005
31	Postage		On-Going	Generic	15,000		15,000	0.0007
32	Interpreting/Translating		On-Going	Generic	-		-	0.0000
33	Rent-Lease/Moving Expense		On-Going	<b>Direct</b>	171,187		171,187	0.0083
34	Storage		On-Going	Generic	-		-	0.0000
35	Provider Recruitment (Advertising)		On-Going	Generic	3,000		3,000	0.0001
36	PA Staff Recruitment (Advertising)		On-Going	Generic	-		-	0.0000
37	Printing Providers/Consumers recruit. Matl		On-Going	Generic	3,000		3,000	0.0001
38	PA Printing Services		On-Going	Generic	7,000		7,000	0.0003
39	Legal Notices		On-Going	Generic	-		-	0.0000
	<b>Sub-Total</b>				<b>574,026</b>		<b>574,026</b>	<b>0.03</b>

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
FY 13/14  
Attachment A

Line No.	Item Description		On-Going	Cost Types	Total Budget	Total Services	Total Admin.	Portion of Rate
	<b>County Support Services</b>							
40	County Counsel		On-Going	Direct	-		-	-
41	DPSS IT	One Time		Direct	-		-	-
42	DPSS IT		On-Going	Direct	-		-	-
43	DPSS SDD		On-Going	Direct	-		-	-
44	County Property Svcs Charge		On-Going	Generic	-		-	-
45	County Liability Svcs Charge		On-Going	Generic	-		-	-
46	County Workers' Comp. Charge		On-Going	Direct- Sal/Ben	3,007		3,007	0.00
47	County Delivery Services		On-Going	Generic	500		500	0.00
48	County Support Services (CowCap)		On-Going	Generic	-		-	-
49	DPSS Operating Support (Fiscal, Acctg.)		On-Going	<b>Direct</b>	140,922		140,922	0.01
50	OASIS Financial Charges		On-Going	<b>Direct</b>	2,000		2,000	0.00
51	OASIS HRMS Charges		On-Going	<b>Direct</b>	6,500		6,500	0.00
52	County Annual Audit		On-Going	<b>Direct</b>	-		-	-
53	County Personnel (HR)		On-Going	<b>Direct</b>	25,075		25,075	0.00
54	DPSS Contracting		On-Going	<b>Direct</b>	12,350		12,350	0.00
55	Indirect Cost Rate Charge		On-Going	Generic	86,746		86,746	0.00
	<b>Sub-total</b>				<b>277,100</b>		<b>277,100</b>	<b>0.01</b>
	<b>Total PA Administrative Budget</b>				<b>\$ 2,708,926</b>		<b>\$ 2,708,926</b>	<b>0.13</b>
	<b>Total PA Budget (Provider and Admin.Costs)</b>				<b>\$ 270,614,464</b>			<b>13.15</b>
	<b>Percentage to Total Budget</b>				<b>99.00%</b>		<b>1.00%</b>	
	<b>Items included within the PA Admin Budget (No State Financial Participation)</b>							
56	Provider Background Checks		On-Going	Direct	-		-	0.0000
57	Provider Medical Screening		On-Going	Direct	7,500		7,500	0.0004
	<b>Total Excluded Items</b>				<b>\$ 7,500</b>		<b>\$ 7,500</b>	<b>0.0004</b>
	<b>Total PA Budget (Provider and Admin.Costs) less excluded items</b>				<b>\$ 270,606,964</b>			<b>\$ 13.15</b>

\* Provider Background Checks and Medical Screening Testing will not receive a State Funding Share

\*\*\* Notes: PA Total Generic Overhead include all Generic Operating Costs, and Generic County Support Svcs charges such as County Property Svcs, Liability, Delivery Svcs, Support Svcs (CowCap) and County Delivery Services.

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**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE  
FY 13/14  
Attachment A**

Line No.	Line Item	Item Description	FY 13/14 Budget
1	IP Wages:	Represent 20,576,462 projected annual service hours at a wage of \$11.50 per hour	\$ 236,629,316
2	IP Health Benefits:	Represent 20,576,462 projected annual services hours at a benefit rate of \$.60 per hour	\$ 12,345,877
3	IP Employer Taxes:	Represent 8% of total cost of 20,576,462 annual service hours at \$11.50 per hour	\$ 18,930,345
4	<b>Admin. Salaries and Benefits:</b>	<b>Based on salaries per DPSS-HR, COLA, step increases and benefit ratio</b>	<b>\$ 1,857,800</b>
5	Facilities Improvements	537080 Facilities & Securities Wiring	\$ -
6	Facilities-Lease Costs: On-Going	537000 537000 537000 537080 Utilities Costs estimated at \$2,335.25 * 12 mos = \$28,023 520820 Janitorial Costs = \$800 525320 Security Guard Services = \$3,500	\$ - \$ - \$ 28,023 \$ 800.00 \$ 3,500.00
7	Workstation/Furniture:	523680 Office Furniture	\$ -
8	Temporaries Svcs:	525500 Salary/Benefit Reimbursement (For TAP overhead) 525340 TAP agency temp services	\$ 12,000 \$ -
9	1-800 Line:	520320 Approx. \$1000 per mo for 12 months includes NORSTAR, AT&T and SBC on-going costs (\$12,000) 520320 New Substitute Provider Phone Line \$0	\$ 12,000
10	Background Checks:	524580 Background checks - Suspended	\$ -
11	Provider Medical Screenings:	525100 Provider Medical Screenings Estimate for FY 13/14	\$ 7,500
12	Provider/Consumer Training Mat'l	527860 Provider/Consumer Training Matl. & CPR/FIRST AID	\$ 30,000
13	Consultant Fees:	525440 Professional services estimated \$0	\$ -
14	Registry Software Maint: On-Going	521640 Maint. & support expenses for the Registry Software (RTZ) \$50,000 per contract renewal 521640 Maint. & support expenses for the Health Benefit Packages Includes software updates est. @ \$5,000 (\$45,000+\$5,000 = \$50,000)	\$ 50,000
15	Staff Training:	528140 Conferences and Registration Fees (Hotels) 528140 Caregiver Training Conferences 528140 PA Training \$8,000 (Includes monthly CAPA Staff, CWDA, Red Cross Instructor, Aging Conf, NASW, CICA)	\$ 8,000
16	Transportation:	528920 Est. Fixed charge of leasing - (3 Toyota Prius) = \$1,750 Est. Fuel Cost = \$1,750	\$ 3,500
17	Transportation Maintenance:	528920 Est. Maintenance costs for 4 cars = \$1,500 (\$1,750+\$1,750+\$1,500 = \$5,000)	\$ 1,500
18	Communication-Cell Phone:	520230 Cell Phone service (3 phones @ \$32.59 per month for 12 months = \$1,173.24) 520230 Blackberry Svc (5 units @ \$56.12 for 12 months = \$3,367.20) Blackberry Svc (1 unit @ \$66.12 for 12 months = \$793.44) Aircards (2 @ \$38.01 per mo for 12 months = \$912.24) (\$1,173.24 + \$3,367.20 + \$793.44 + \$912.24 = \$6,246.12) 520200 Blackberry Equipment ( \$500) 520250 Communications Equip / Installation- Upcoming New Phone System	\$ 6,300 \$ 500 \$ 75,000
19	Liability Insurance:	520930 CPEIA Liability Insurance costs= \$30,000 per contract renewal County Liability Svcs Charge = \$0 estimated	\$ 30,000
20	Facility Improvement: One time	522310 Facilities Improvements	\$ 11,000
21	Staff Travel	529000 Conference and retreat travel expenses \$9,000 (Budgets associated with 2 CAPA trainings, CWDA, Red Cross Instructor, Aging Conf, NASW, CICA trainings and conferences) 529040 Private Mileage Reimbursement \$2,000 527880 Staff travel \$1,500	\$ 9,000 \$ 2,000 \$ 1,500

**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES**  
**IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE**  
**FY 13/14**  
**Attachment A**

			FY 13/14
Line No.	Line Item	Item Description	Budget
22	Membership:	523100 Annual Public Association Membership fees est. for CAPA \$15,000	\$ 15,000
23	Miscellaneous Expenses	523230 Advisory Committee Budget	\$ 5,916
24	Books/Publication/ Subscriptions:	523620 Est \$0	\$ -
		523820 Purchase of subscriptions for providers, and PA staff (\$300) (Managers intelligence rpts, Nat. Council on Aging, Executive Leader, Nat. Institute of Bus. Mgmt.)	\$ 300
25	Office Supplies: On going	523700 Purchase of Office Supplies 523700 Printer Toners, paper products, copier supplies \$8,500	\$ 8,500
26	Office Supplies: one-time	523700 Purchase of General office supplies \$0	\$ -
27	Office Equipment: one time	523640 Estimated Replacement costs for: 523640 Computer Equipment (Desk/Laptop) 523640 Computer Equipment (Fax Machines) 523640 Computer Equipment (4 in 1 Printer/Fax) 523640 New Technology Improvement (software-\$45,000)	\$ 45,000
		523640 Computer Equipment (Cameras) 523640 Computer Equipment (4Thumb Drives) 520200 Wireless Headsets \$0 523640 Wireless Mice	\$ -
		523680 Postage Machine meter lease and slug \$500 523680 Phone Dialer System \$2,000 est.	\$ 2,500
		523840 Software Program > \$500	\$ 500
28	Office Equipment: On going	521360 Maint - Computer Equipment (IT) \$0 521380 Maint - Copier Equipment (\$5,000)	\$ 5,000
29	Facility Safety Supplies:	523700 Facility Disaster/Safety Supplies for the Office	
30	Building Maint & Supplies:	522310 General maintenance	\$ -
31	Postage:	523760 Includes semi-annual newsletter mailing to approx. 19,000 consumers/providers households (\$14,000), Governing Board recruitment, mailings, training flyer, and regular correspondence (\$1,000) (14,000 + \$1,000 = \$15,000)	\$ 15,000
32	Interpreting/Translating:	525440 Translation charges \$0	\$ -
33	Moving Expense	523300 Moving Expense \$0	\$ -
		526700 Admin Lease Space at \$1.58 ave per sq ft per 8,143 sq ft = \$12,832.86 * 12 mos = \$153,994.32 Admin Lease fee of \$504.33*12 = \$6,051.96 Tenant Improv. annual fee of 2.5% of Lease Cost = \$0 Video Display Board est. at \$4,158 EDA Lease fee at 3.79% = \$181.92*12=\$2,183 Lease is through Oct. 2013 (estimated increase 3% of prior year budget \$4,800) (\$153,994 + \$6,052 + \$4,158 + \$2,183+4800 = \$171,187)	\$ 171,187
34	Storage	526720 Storage Rental Fees \$0	\$ -
35	Provider Recruitment Advertising:	526420 Newspaper and Recruitment Promotional Items	\$ 3,000
36	PA Staff Recruitment:	526420 Staff Recruitment advertising	\$ -
37	Printing Provider/Consumers recruitment Mat'l	523800 Printing Providers/Consumers recruitment flyer est. at \$1,000 523800 Printing Providers/Consumers Orientation introduction package \$1,000	\$ 2,000
38	PA Printing Mat'l	523800 Monthly HB Package Printing for the Providers = \$2,000 523800 Annual Open Enrollment Package Printing = \$1,000 523800 Provider Quarterly and Annual Report for the Board est. at \$4,000 523800 PA Brochures est\$1,000	\$ 8,000
39	Legal Notices:	526410 Avg. Legal Notice est. at \$74.98 per hr. (for paralegal svcs)	\$ -
40	County Counsel:	524700 County Council/Deputy services (\$143.15 per hr for attorneys)	\$ -
41	DPSS IT: One-Time	537090 System and Network Setup Charge	\$ -

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE NARRATIVE  
 FY 13/14  
 Attachment A

			FY 13/14
Line No.	Line Item	Item Description	Budget
42	DPSS IT: On Going	524760 System and Network Maintenance Charge	\$ -
43	DPSS SDD	536740 Staff Dev. Officer costs (.25 FTE )	\$ -
44	County Property Svcs:	520945 County Property Svcs Charge	\$ -
45	County Liability Svcs:	520930 County Liability Svcs Charge	\$ -
46	County Workers' Comp:	517000 County Workers' Comp. Charge (\$250.59*12 = \$3,007)	\$ 3,007
47	County Delivery Svcs.	520270 FY 12/13 Mail Delivery and Central mail Services \$166 per year (est. @ \$500 for two delivery sites)	\$ 500
48	County Support Svcs.	524740 County Support Services (CowCap)	\$ -
49	DPSS Operating Support	536740 DPSS IHSS Liason Services (IT, Contracts, Accounts Payables) estimate	\$ 140,922
50	OASIS Financial :	525310 OASIS HRMS (PA staff for 26 payperiods) (Estimated at \$541.70 * 12 months = \$6,500)	\$ 6,500
51	OASIS HRMS:	525300 OASIS Financial System (Est. at \$166.7 per mo. * 12 = \$2,000)	\$ 2,000
52	County Annual Audit:	525440 County Annual Audit	\$ -
53	County Personnel:	537090 Co. HR Charges est. at (\$846.15 per person *26 PA staff = \$22,000)	\$ 22,000
		536760 Audit & Acctg (\$118.25 * 26 PPs = \$3,074.50)	\$ 3,075
54	DPSS Contracting:	536740 DPSS Contracting charges Supply svcs est. @ \$1,029.17*12 = \$12,350	\$ 12,350
55	Indirect Cost Rate:	536740 DPSS Indirect Cost Rate charges est. at \$86,746	\$ 86,746
<b>Total PA Budget (Operating Costs)</b>			<b>\$ 851,126</b>
<b>Total FY 12/13 PA Budget</b>			<b>\$ 1,857,800</b>
<b>Total FY 13/14 PA Budget</b>			<b>\$ 2,708,926</b>

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
 FUNDING SUMMARY  
 FY 13/14  
 Attachment A

FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	IHSS FUNDING RATIO	IHSS SHARE	TOTAL
<b>Total Provider Costs</b>	\$ 267,905,538					
IHSS-Services PCSP	\$ 262,547,427	98.00%	262,547,427			
IHSS-Services Non PCSP	\$ 5,358,111			2.00%	5,358,111	
IHSS Services-Federal Share		50.00%	131,273,714	0%	-	131,273,714
IHSS Services-State Share		34.16%	89,677,389	84%	4,509,206	94,186,595
IHSS Services-County Share (MOE)		15.84%	41,596,324	16%	848,905	42,445,229
<b>Total Providers Costs</b>	\$ 267,905,538	100%	262,547,427	100%	5,358,111	267,905,538
<b>Total Public Authority Admin. Costs (exclude IP Background Checks &amp; Medical Screening Costs)</b>	\$ 1,516,879					
Public Authority Administration-PCSP	\$ 1,486,541	98.00%	1,486,541			
Public Authority Administration-Non PCSP	\$ 30,338			2.00%	30,338	
Public Authority Administration-Federal Share		50.00%	743,271	0%	-	743,271
Public Authority Administration-State Share		32.50%	483,126	65%	19,719	502,845
Public Authority Administration-County Share shifted to State		17.50%	260,145	35%	10,618	270,763
<b>Total Public Authority Admin. Budget (exclude BC &amp; MS)</b>	\$ 1,516,879	100%	1,486,541	100%	30,338	1,516,879
<b>Total IP Background Checks &amp; Medical Screening Costs</b>	\$ 7,500					
Public Authority Administration-PCSP	\$ 7,350	98.00%	7,350			
Public Authority Administration-Non PCSP	\$ 150			2.00%	150	
Public Authority Administration-Federal Share		50.00%	3,675	-	-	3,675
Public Authority Administration-State Share		0.00%	-	-	-	-
Public Authority Administration-County Share shifted to State		50.00%	3,675	100%	150	3,825
<b>Total IP Background Checks &amp; Medical Screening Costs</b>	\$ 7,500	100%	7,350	100%	150	7,500
<b>Sub-Total Including Admin. Budget, IP BC &amp; MS</b>	\$ 1,524,379					
Public Authority Administration-PCSP	\$ 1,493,891	98%				
Public Authority Administration-Non PCSP	\$ 30,488			2%		
Public Authority Administration-Federal Share		50.00%	746,946	0%	-	746,946
Public Authority Administration-State Share		32.50%	483,126	65%	19,719	502,845
Public Authority Administration-County Share shifted to State		17.50%	263,820	35%	10,768	274,588
<b>Sub-Total (Based on \$274,588 County MOE)</b>	\$ 1,524,379	100%	1,493,891	100%	30,488	1,524,379



FUNDING	TOTAL AMOUNT	PCSP FUNDING RATIO	PCSP SHARE	IHSS FUNDING RATIO	IHSS SHARE	TOTAL
<b>Total Public Authority Overmatch</b>	\$ 1,184,547					
Public Authority Administration-PCSP	\$ 1,160,856	98.00%	\$ 1,160,856			
Public Authority Administration-Non PCSP	\$ 23,691			2.00%	\$ 23,691	
Public Authority Administration-Federal Share- overmatch		49.00%	\$ 568,819	49.00%	\$ 11,609	\$ 580,428
Public Authority Administration-State Share -overmatch		51.00%	\$ 592,037	51.00%	\$ 12,082	\$ 604,119
Public Authority Administration-County Share - Overmatch, Shifted to State		0.00%	\$ -	0.00%	\$ -	\$ -
<b>Total Public Authority Admin. Budget (exclude BC &amp; MS)- overmatch</b>	\$ 1,184,547	100%	\$ 1,160,856	100%	\$ 23,691	\$ 1,184,547
<b>Composite Ratios</b>						
Public Authority Administration-Federal Share		49.00%	1,315,765		11,609	1,327,374
Public Authority Administration-State Share		40.86%	1,075,163		31,802	1,106,964
Public Authority Administration-County Share Shifted to State		10.14%	263,820		10,788	274,588
<b>Total Public Authority Admin. Budget</b>	\$ 2,708,926	100%	\$ 2,654,747		\$ 54,179	\$ 2,708,926
<b>Composite Ratios</b>						
Public Authority Administration-Federal Share		49.00%	132,589,479		11,609	132,601,087
Public Authority Administration-State Share		35.32%	91,016,372		4,551,776	95,568,148
Public Authority Administration-County Share		15.68%	41,596,324		848,905	42,445,229
<b>Grand Total Providers &amp; Public Authority Admin. Budget</b>	\$ 270,614,464	100%	\$ 265,202,175		\$ 5,412,289	\$ 270,614,464

FY 1314 PA Total Budget \$ 2,708,926

Funding Source	Ratio	PA Budget within County MOE	Overmatch	Sub-Total
Fed	49.0%	\$ 746,946	\$ 580,428	\$ 1,327,374
State	33.0%	\$ 502,845	\$ 604,119	\$ 1,106,964
County share shifted to State	18.0%	\$ 274,588	\$ -	\$ 274,588
<b>Total</b>	<b>100.0%</b>	<b>\$ 1,524,379</b>	<b>\$ 1,184,547</b>	<b>\$ 2,708,926</b>

Note(s):  
The FY 1314 PA Admin county share of \$274,588 is included in the overall IHSS MOE amount of \$42,445,229.  
The FY 1314 PA Budget of \$2,708,926 does not include the contracted IHSS/PA MOU amount of \$162,350.

RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY LINE ITEM BUDGET  
 FY 13/14

Attachment A

Class	Codes	Classification	Range	# Req'd	Ext Annual Salary	Ext Annual Benefit	Total Ext. Sal. & Benefit
	79884	Ronald Stewart	MC0/574	1	\$104,091	\$38,522	\$142,613
	74191	Robert Hughes	MC0/496	1	\$84,016	\$33,221	\$117,237
	74191	Vacant Employee	MC0/436	1	\$71,780	\$29,951	\$101,731
	74158	Felix Minjarez	SEU/415	1	\$58,003	\$26,630	\$84,633
	74152	Rose Valdes	SEU/379	1	\$56,339	\$21,919	\$78,259
	74152	Roger Swalm	SEU/379	1	\$56,339	\$21,919	\$78,259
	74152	Martha Williams-Garcia	SEU/379	1	\$56,130	\$25,645	\$81,776
	74152	Hector Miranda	SEU/379	1	\$46,427	\$23,145	\$69,572
	74152	Enka Martinez	SEU/379	1	\$66,815	\$27,489	\$94,304
	74127	Leti Ferro-Garcia	UNC/427	1	\$85,750	\$33,679	\$119,429
	74127	Jennifer DeLaOssa-Ramirez	SEU/379	1	\$59,456	\$24,850	\$84,306
	74106	Barbara Simpson-Lara	SEU/112	1	\$33,498	\$19,279	\$52,777
	57726	Alma Esquivel	SEU/112	1	\$33,763	\$19,839	\$53,602
	57726	Ella Chavez	SEU/112	1	\$28,148	\$17,819	\$45,967
	57726	Cynthia Urrutia	SEU/112	1	\$29,267	\$18,124	\$47,391
	13924	Roxana Duarte	SEU/421	1	\$50,198	\$24,770	\$74,968
	13924	Dwight Berner	UPE/249	1	\$26,203	\$16,730	\$42,933
	13866	Vacant Employee	UPE/249	1	\$38,095	\$21,670	\$59,765
	13866	Sandra Octava	UPE/249	1	\$28,576	\$17,725	\$46,301
	13866	Syng Lee	UPE/249	1	\$27,067	\$16,984	\$44,051
	13866	Barbara Walker	UPE/249	1	\$28,532	\$19,580	\$48,112
	13866	Clarrisa Valencia	UPE/249	1	\$25,941	\$17,630	\$43,571
	13439	Thina Marquez	UPE/289	1	\$31,722	\$18,354	\$50,076
	13416	Samantha Tracey	UPE/203	1	\$41,657	\$17,837	\$59,494
	13131	Elizabeth Dyches	UPE/631	1	\$35,294	\$19,615	\$54,909
		Belna Lopez					
		<b>Total</b>		<b>26</b>	<b>\$1,259,225.65</b>	<b>\$598,574.51</b>	<b>\$1,857,800</b>

\*Salaries Package Expense used in actual budget

\*\* Step Increase est. at

\*\*\*COLA est. at

\*\*\*\*FY13/14 AUB Variables-Hours in Work Year

66.37%  
 2.71%  
 0.00%  
 2080

Notes:

Classification

IHSS Pub Authority Exec Director (Stewart)

Administrative Svcs Manager (Hughes)

Administrative Svcs Manager (Vacant)

Community Program Specialist II (Valdes)

Community Program Specialist II (Martinez)

Administrative Analyst (DeLaOssa-Ramirez)

Administrative Svcs Analyst II (Simpson-Lara)

DPSS Office Support Supervisor I (Dyches)

Office Assistant III (vacant)

Sr. HR Clerk (Lopez)

Human Resources Clerk (Tracey)

**Services**  
 Manage PA, Report to BOS, Liaison with DPSS etc.  
 Supervises Community Program Specialists, Registry Staff (SSAs),  
 Office Management, and oversees the operation of the Registry.  
 Develops and implements all of the Public Authority policies and  
 procedures as well as the PA newsletter.  
 Develops training curriculum, trains home care workers and consumers.  
 Matches home care workers with consumers.  
 Analyzes health care benefits and eligibility for home care workers, assists  
 in staffing recommendations and coordination of facility needs and planning.  
 Recruits home care workers for the Registry, does data entry and oversees  
 the Registry application process.  
 Assistant to IHSS PA Exec Director  
 Supervises Clerical, etc.  
 Provides Support the Registry, PA activities, and IHSS Advisory Committee  
 Assists with analyzing health care benefits and eligibility for home care workers, assists in  
 staffing recommendations and coordination of facility needs and planning.

Salary Source: AUB-1 Worksheet for Projected Salaries & Benefits (Annual Salary Column)

Prepared By: Alexandra Perez

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RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET - WORKSTATION PROJECTIONS  
 FY 13/14  
 Attachment A

Standard New Position Requests: Equipment Costs Per Each Position Type

Positions	Start Up Costs												Total
	520200	520230	520230	520230	520230	520230	520230	520230	520230	523700	523680	523680	
	QTY	520200	520230	520230	520230	520230	520230	520230	520230	523700	523680	523680	
Position Title	Positions	Comm - Cell Phones	Cell Phone Service	IT-Comp (Desk, Laptop, or Printer)	(IT) Comm - Blackberry Svc	Aircards	Office Supplies	Workstation	Workstation	QTY	QTY	QTY	
IHSS Pub Authority Exec Director	1	0	-	-	-	-	-	-	-	-	-	-	
Administrative Svcs Manager	2	1	50.00	3,500.00	66.12	912.24	1,000.00	2,500.00	2,500.00	1	1	8,328.36	
Sr. Community Program Specialist	1	-	-	-	-	-	-	-	-	-	-	-	
Sr. Administrative Analyst	2	-	-	-	-	-	-	-	-	-	-	-	
Community Program Specialist II	5	-	-	-	-	-	-	-	-	-	-	-	
Administrative Services Analyst II	1	-	-	-	-	-	-	-	-	-	-	-	
Social Services Assistant (Registry)	4	-	-	-	-	-	-	-	-	-	-	-	
Secretary II	1	-	-	-	-	-	-	-	-	-	-	-	
DPSS Office Support Supervisor I	1	-	-	-	-	-	-	-	-	-	-	-	
Human Resources Clerk	1	-	-	-	-	-	-	-	-	-	-	-	
Sr. Human Resources Clerk	1	-	-	-	-	-	-	-	-	-	-	-	
Office Assistant III	6	-	-	-	-	-	-	-	-	-	-	-	
<b>Position Total</b>	<b>26</b>	<b>1</b>	<b>50.00</b>	<b>3,500.00</b>	<b>66.12</b>	<b>912.24</b>	<b>1,000.00</b>	<b>2,500.00</b>	<b>2,500.00</b>	<b>1</b>	<b>1</b>	<b>8,328.36</b>	

NOTES:

\*Line 18: Communication/Cell phones  
 \*Line 27: Office Equip (one time)

Prepared By: Alexandra Perez  
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**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
FY 13/14  
Attachment A**

**Office Equipments, Furniture, and Supplies Purchase**

Item	Purchase	Volume	Costs	Notes	Account #
<b>Computer Equipments (One Time) (Non-Fixed Asset)</b>					
Cameras	0	300	-		523640
Thumb Drives (Memory Sticks)	0	75	-		523640
Multimedia Projector	0	4,500	-		523640
Scanner	0	1,000	-		523640
Desk Jet Printer	0	1,000	-		523640
New Technology Improvement (software)	1	1	45,000		523640
<b>Sub Total</b>			<b>\$ 45,000</b>		
<b>Postage Equipments (One Time)</b>					
Postage Machine	1	2,000	-		523680
Postage Meter Lease	0	900	-		523680
Slug	1	500	-		523680
<b>Sub Total</b>			<b>\$ -</b>		
<b>Office Equipment (One Time) (Fixed Asset)</b>					
Copier			\$ -	*Depreciation \$\$	532660
<b>Office Equipment (One Time) (Non-Fixed Asset)</b>					
Fax Machine (4 in 1 Printer/Fax)	0	1,500	\$ -		523640
Fax Machine (Fax Machines)	0	1,000	\$ -		523640
Phone Dialer System	0	1,410	\$ -		523640
<b>Sub Total</b>			<b>\$ -</b>		
<b>General Office Supplies (One Time)</b>					
Clocks		30	-		523700
Foot Rest		60	-		523700
Telephone Headset	0	75	-		523700
Signage	0	20	-		523700
Decorating Supplies		100	-		523700
Cork Board		99	-		523700
Fire Extinguishers		50	-		523700
First aid kits	0	50	-		523700
Floor Mats		120	-		523700
Lobby Seats		150	-		523700
Microwave		300	-		523700
Recycle Bin		100	-		523700
Waste Receptacles (general)		70	-		523700
Waste Baskets		5	-		523700
<b>Sub Total</b>			<b>\$ -</b>		
Conference Table	0	500	\$ -		0 523700
Conference Table	0	1,500	\$ -		0 523700
Book Case	0	325	\$ -		523700
Coffee Maker		350	\$ -		523700
Digital Tape Recorder		250	\$ -		523700
Easel		313	\$ -		523700
File Cabinet		1,500	\$ -		523700
Guest Chair		425	\$ -		523700
Hand truck		500	\$ -		523700
Refrigerator		1,000	\$ -		523700
Dish Washer		780	\$ -	**	523700
Safe		3,500	\$ -		523700
Stack Chairs		230	\$ -		523700
Storage cabinet w/lock		225	\$ -		523700
Translation Equipment		400	\$ -		523700
Vertical Racks (for IT)		500	\$ -		523700
Bulletin Boards Enclosed		765	\$ -		523700
Racks (for IT)		2,000	\$ -		523700
2 Horizontal Patch Panel		75	\$ -		523700
Shelving for Comm Room (IT)		700	\$ -		523700
TV		275	\$ -		523700
VCR		275	\$ -		523700
White Board		300	\$ -		523700
<b>Sub Total</b>			<b>\$ -</b>		
<b>Total Office Supplies</b>			<b>\$ -</b>		
<b>Total Office Equipments</b>			<b>\$ 45,000</b>		
<b>Grand Total</b>			<b>\$ 45,000</b>		

Prepared By: Alexandra Perez

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**RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
IT COST PROJECTIONS FOR IHSS-PUBLIC AUTHORITY PROJECT - 26 STAFF**

FY 13/14  
Attachment A

<u>Equipment-Computer (Non-Fixed Asset)</u>	Qty.	Unit Costs	Account #	Extended Total
Desk/Laptop	0	\$ -	523640	\$ -
Fax Machine	0	\$ -	523640	\$ -
4 in 1 Printer	0	\$ -	523640	\$ -
New Technology Improvement (software)	1	\$ 45,000	523640	\$ 45,000
<b>Sub Total</b>				<b>\$ 45,000</b>
<u>Equipment-Computer (Fixed Asset)</u>				
File Server - To replace building file server	0	\$ -	532640	\$ -
Firewall Server - To replace building firewall server	0	\$ -	532640	\$ -
<u>Equipment-Computer &amp; Software (Fixed Asset)</u>				
Tarantella Software - HomeCare Access via Web (Research Pending)	0	\$ -	546080	\$ -
<u>Communication Equipment/Installation</u>				
Voice/Data Line Install (RCIT Estimate)			520250	\$ -
Communication/Installation-New Telephone System	1	75,000	520250	\$ 75,000
<b>Sub Total</b>				<b>\$ 75,000</b>
<b>Total:</b>				<b>\$ 75,000</b>
<b>On Going Maintenance Charges:</b>				
<u>Maintenance Equipment</u>				
Building T-1 Circuit	0	\$ -	521360	\$ -
<u>Data Processing</u>				
CORNET FEE - STANDARD EST. (RCIT)	0	\$ -	524760	\$ -
Email Service Fees	0	\$ -	524760	\$ -
<b>Sub-Total On-Going Maintenance Charges:</b>				<b>\$ -</b>
<b>Total One-Time and On-Going Charges:</b>				<b>\$ 120,000</b>

Prepared By: Alexandra Perez

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RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
 FY 13/14  
 Depreciation Schedule

Description	Total	FY	Principal Bal	Interest	Total Payments
PA Building Moreno Valley					Account # 537080
					N/A
<b>Final Payments</b>					

Amortization Schedule	Total	FY	Principal Bal	Interest	Total Payments
					Account # 532660
					N/A
<b>Final Payments</b>					

Security System	Total	FY	Principal Bal	Interest	Total Payments
					ACCT# 522310
					N/A
<b>Final Payments</b>					

Prepared By: Alexandra Perez  
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RIVERSIDE COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES  
 IHSS-PUBLIC AUTHORITY BUDGET AND RATE  
 FY 13/14  
 Attachment A

<u>Office Supplies (On Going)</u>	<u>Purchase</u>	<u>Unit \$</u>	<u>Costs</u>	<u>Account #</u>
Network Laser Printers (Toner)	21	40	843	523700
All-In-One Printers (Toner)	21	60	1260	523700
Desk Jet Printers (Toner)	21	48	1008	523700
Copier Supplies	21	49	1029	523700
Papers	42	30	1260	523700
Black Ink Cartridges	50	50	2500	523700
Color Ink Cartridges	10	60	600	523700
<b>Total</b>			<b>\$ 8,500</b>	

<u>Facility Safety Supplies-One Time</u>	<u>Purchase</u>	<u>Unit \$</u>	<u>Costs</u>	<u>Account #</u>
Earthquake Mat. Back to Back Partition Straps	0	0	-	523700
Earthquake Materials No tip Partition Straps	0	0	-	523700
Earthquake Materials Semi Flex Brackets	0	0	-	523700
Evacuation Plan Security Frame	0	0	-	523700
Security Hardware for the frames	0	0	-	523700
Key Box for Regional Manager	0	0	-	523700
Evacuation Plans (.05 per Sqf)	0	0	-	523700
Grip A Strip 96"	0	0	-	523700
Additional Facilities Saftey Supplies	0	0	-	523700
<b>Total Facility Supplies (One Time)</b>			<b>\$ -</b>	

<u>Office Equipment (On Going)</u>	<u>Purchase</u>	<u>Unit \$</u>	<u>Costs</u>	<u>Account #</u>
Office Equipment (to cover Safety needs or broken equipment)	0	0	-	523680
Computer Equipment (Jazz drives, cd burners reference material)	0	0	-	523680
Software (Software needs other than Microsoft )	0	250	-	523680
<b>Total</b>			<b>\$ -</b>	

<u>Building Maintenance and Supplies</u>	<u>Purchase</u>	<u>Unit \$</u>	<u>Costs</u>	<u>Account #</u>
Additional Fan	0	0	-	522310
Relocate light switches (Lobby to work area)	0	0	-	522310
Bathroom full-legnth mirrors	0	0	-	522310
Automatic Paper towel dispenser	0	0	-	522310
Automatic toilets	0	0	-	522310
Automatic soap dispensors	0	0	-	522310
Automatic Door Slider	0	0	-	522310
Enlnarge kitchen sink/move garbage disposal	0	0	-	522310
Water fountain in lobby	0	0	-	522310
Relocation of Car Cage	0	0	-	522310
Miscellaneous maintenance	1	1	11,000	522310
<b>Total</b>			<b>\$ 11,000</b>	

Prepared By: Alexandra Perez

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ATTACHMENT B

Line #	RIFMIS Object Code	Bus. Unit	Fund	Dept ID	Account	Program Code	Description	Projected Amounts
<b>Salaries and Benefits:</b>								
1	1-1103	PAARC	22800	985101	510040		Regular Salaries	1,259,226
2	1-1999	PAARC	22800	985101	518100		Budgeted Benefit	598,575
								<b>1,857,800</b>
<b>Workers Comp Ins.</b>								
3	1-1801	PAARC	22800	985101	517000		Workers Comp Insurance	3,007
								<b>1,860,807</b>
<b>Appropriation 2</b>								
								<b>Sub-Total</b>
4	2-2070	PAARC	22800	985101	520200		Communications	500
5	2-2072	PAARC	22800	985101	520230		Cellular Phone Service	6,300
6	2-2074	PAARC	22800	985101	520250		Communications Equip / Installation	75,000
7	2-2076	PAARC	22800	985101	520270		County Delivery Service	500
8	2-2081	PAARC	22800	985101	520320		Telephone Service (Includes Ericsson & AT&T)	12,000
9	2-2154	PAARC	22800	985101	520820		Janitorial Services	800
10	2-2197	PAARC	22800	985101	520930		Insurance - Liability	30,000
11	2-2201	PAARC	22800	985101	520945		Insurance - Property	-
12	2-2264	PAARC	22800	985101	521360		Maint - Computer Equipment (IT)	-
13	2-2265	PAARC	22800	985101	521380		Maint - Copier Machines	5,000
14	2-2275	PAARC	22800	985101	521500		Maint - Motor Vehicles	-
15	2-2284	PAARC	22800	985101	521640		Maint. Software License (Regis./Benefit/Others)	50,000
16	2-2311	PAARC	22800	985101	522310		Maint - Buildings & Improvements	11,000
17	2-2391	PAARC	22800	985101	523100		Memberships	15,000
18		PAARC	22800	985101	523230		Misc. Exp-	5,916
19	2-2432	PAARC	22800	985101	523300		Moving Expense	-
20	2-2462	PAARC	22800	985101	523620		Books and Publications	-
21	2-2463	PAARC	22800	985101	523640		Computer Equipment - (Non Fixed Asset)	45,000
22	2-2465	PAARC	22800	985101	523680		Office Equipment - (Non Fixed Asset)	2,500
23	2-2466	PAARC	22800	985101	523700		Office Supplies	8,500
24	2-2469	PAARC	22800	985101	523760		Postage/Mailing	15,000
25	2-2471	PAARC	22800	985101	523800		Printing/Binding	10,000
26	2-2472	PAARC	22800	985101	523820		Subscriptions	300
27	2-2473	PAARC	22800	985101	523840		Software Programs <\$5,000	500
28	2-2520	PAARC	22800	985101	524580		Provider Background-Reference Service	-
29	2-2513	PAARC	22800	985101	524700		County Counsel	-
30	2-2515	PAARC	22800	985101	524740		County Support Services (CowCap)	-
31		PAARC	22800	985101	524760		Data Processing Svcs-IT	-
32	2-2530	PAARC	22800	985101	525100		Provider Medical Screenings	7,500
33	2-2535	PAARC	22800	985101	525140		County Personnel Services	-
34	2-2544	PAARC	22800	985101	525300		OASIS Financial Charge	2,000
35		PAARC	22800	985101	525310		OASIS/HRMS Payroll Charge	6,500
36	2-2545	PAARC	22800	985101	525320		Security Guard Services	3,500
37	2-2546	PAARC	22800	985101	525340		Temporary Help Services (Agency Temps)	-
38	2-2541	PAARC	22800	985101	525440		Professional Services - Other	-
39	2-2555	PAARC	22800	985101	525500		Salary/Benefit Reimbursement	12,000
40	2-2652	PAARC	22800	985101	526410		Legally Required Notices	-
41	2-2802	PAARC	22800	985101	526420		Advertising (providers & Staff Recruitment)	3,000
42	2-2683	PAARC	22800	985101	526520		Rent-Lease Copiers	-
43	2-2721	PAARC	22800	985101	526700		Buildings - Rent / Lease	171,187
44	2-2723	PAARC	22800	985101	526720		Rent / Lease-Storage	-
45	2-2845	PAARC	22800	985101	527860		Training - Materials	30,000
46	2-2846	PAARC	22800	985101	527880		Training - Other (Staff Training)	1,500
47	2-2904	PAARC	22800	985101	528140		Conference and Registration Fees (Hotels)	8,000
48	2-2903	PAARC	22800	985101	528920		Car Pool Expense (4 Toyota Prius)	5,000
49	2-2909	PAARC	22800	985101	529000		Miscellaneous Travel Expense (Meals)	9,000
50	2-2911	PAARC	22800	985101	529040		Private Mileage Reimbursement	2,000
51	2-2957	PAARC	22800	985101	529540		Utilities	-
<b>Appropriation 2</b>								<b>Sub-Total</b>
								<b>555,003</b>



ATTACHMENT B

Line #	RIFMIS Object Code	Bus. Unit	Fund	Dept ID	Account	Program Code	Description	Projected Amounts
52		PAARC	22800	985101	532640		Capital Lease-Facility (Copiers)	-
53		PAARC	22800	985101	532660		Capital Lease-Other (IT)	-
56	3-3802	PAARC	22800	985101	536740		Interfnd Exp-Admin supt direct	240,018
56		PAARC	22800	985101	536760		Interfnd Exp-Audit & Acctg	3,075
54		PAARC	22800	985101	537000		Interfnd Exp-Leases	-
55		PAARC	22800	985101	537080		Interfnd Exp-Misellaneous	28,023
57		PAARC	22800	985101	537090		Interfnd Exp-Personnel Svcs	22,000
	<b>Appropriation 3</b>						<b>Sub-Total</b>	<b>293,115</b>
58	4-4209	PAARC	22800	985101	546080		Equipment - Computer & Software	-
59	4-4225	PAARC	22800	985101	546160		Equipment - Other (Fixed Asset)	-
	<b>Appropriation 4</b>						<b>Sub-Total</b>	<b>-</b>
	<b>Totals for Appropriation 2, 3, &amp; 4</b>						<b>Sub-Total</b>	<b>848,118</b>
	<b>Total Appropriation 1 through 4</b>						<b>Grand Total</b>	<b>\$ 2,708,926</b>

Note: Interfnd Exp-Admin. Supt. Direct - consist of DPSS IHSS-Admin., DPSS Fiscal, DPSS Contracting, DPSS SDD, and ICR (County Support Service Charges)

Prepared By: Alexandra Perez

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Attachment C

Description	FY 13/13												Year End				
	July	Aug	Sept	Oct	Nov	Dec	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Jan	Feb		Mar	Apr	May	Jun
Expenditures:																	
-Salaries and Benefits	154,817	154,817	154,817	154,817	154,817	154,817	484,450	484,450	484,450	484,450	154,817	154,817	154,817	154,817	154,817	154,817	484,450
-Operating Costs	46,250	46,250	46,250	46,250	46,250	46,250	138,751	138,751	138,751	138,751	46,250	46,250	46,250	46,250	46,250	46,250	138,751
-County Support Services	24,677	24,677	24,677	24,677	24,677	24,677	74,031	74,031	74,031	74,031	24,677	24,677	24,677	24,677	24,677	24,677	74,031
<b>Total Cash Out</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>677,232</b>	<b>677,232</b>	<b>677,232</b>	<b>677,232</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>677,232</b>
Federal/State																	
County NCC Share (Special Revenue Fund)																	
<b>Total Cash In</b>																	
<b>Operating Capital Requirement</b>	<b>225,744</b>	<b>451,488</b>		<b>225,744</b>	<b>451,488</b>						<b>225,744</b>	<b>451,488</b>		<b>225,744</b>			
Total Expenditures	225,744	225,744	225,744	225,744	225,744	225,744	677,232	677,232	677,232	677,232	225,744	225,744	225,744	225,744	225,744	225,744	677,232
NCC Transferred In																	
<b>Net Funds Needed</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>677,232</b>	<b>677,232</b>	<b>677,232</b>	<b>677,232</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>225,744</b>	<b>677,232</b>
Reimbursement from Federal/State																	
<b>Fund Balance</b>	<b>225,744</b>	<b>451,488</b>		<b>225,744</b>	<b>451,488</b>						<b>225,744</b>	<b>451,488</b>		<b>225,744</b>			

Public Authority Special Revenue Fund Cash Statement

Increase Estimated Revenue	BU	Fund	Dept ID	Account	Description	Projected \$\$
	PAARC	22800	985101	760000	Fed-Public Assistance Admin Revenue	1,327,374
	PAARC	22800	985101	750000	CA-Public Assistance Admin Revenue	1,361,552.26
	PAARC	22800	985101	790600	Contributions from Other Funds	-
<b>Total</b>						<b>2,708,926</b>
<b>Total Estimated Revenue</b>						<b>2,708,926</b>

Decrease in Fund Balance	BU	Fund	Dept ID	Account	Description	Projected \$\$
	RIVCO	22800	985101	325100	Unreserved Fund Balance	-
<b>Total Decrease in Fund Balance</b>						<b>-</b>

Total Projection for Public Authority	Projected \$\$
	<b>2,708,926</b>

- Notes:
1. Claims are submitted on a quarterly basis.
  2. There is an estimated 2 months delay in reimbursement from the State.

**IN-HOME SUPPORTIVE SERVICES PROGRAM  
PUBLIC AUTHORITY/NONPROFIT  
CONSORTIUM RATE**

To: Adult Programs Branch  
California Department of Social Services  
744 P Street, MS 19-96  
Sacramento, CA 95814

COUNTY:	Riverside County
CONTACT:	Ronald Stewart, Executive Director
PA NAME:	Riverside County IHSS Public Authority
PHONE:	(951) 321-6164
ADDRESS:	12125 Day Street Moreno Valley, CA 92557

Please address questions regarding this form to the Fiscal and Administrative Unit, Adult Programs Branch at (916) 229-4582.

Please complete the budget narrative below. The total Public Authority (PA) and Nonprofit Consortium (NPC) rate should include a rate for services (wage and benefits) and a rate for administrative costs. The total rate for wages and benefits should be broken down to include an hourly wage, payroll taxes, and benefits.

- The state and federal governments will not participate in a PA or NPC rate in excess of 200% of minimum wage.
- The state will not participate in an hourly wage in excess of minimum wage unless otherwise provided for in the Annual Budget Act or appropriated by statute.
- The state will not participate in increases to wages or employment taxes, or increases or expansions of benefits negotiated or agreed to by a PA or NPC unless provided for in the Annual Budget Act or appropriated by statute.
- No increase in wages or benefits negotiated or agreed to by a PA or NPC shall take effect until it has been approved by the state or unless provided for in the Annual Budget Act or appropriated by statute.

**BUDGET NARRATIVE**

PA/NPC Hourly Rate:	1	\$13.15
PA/NPC Hourly Administrative Cost:	2	\$ 0.13
Hourly Services Cost: Total	3	\$13.02
Hourly Wage:	4	\$11.50
Benefits:	5	\$ 0.60
Payroll Taxes (FUTA, SUI, FICA)	6	\$ 0.92

Comments (Optional): \_\_\_\_\_

**Riverside County: IHSS PA Rate Worksheet**

Projected yearly hours

20,576,462

#	ITEM	BUDGET	SERVICES	ADMIN	Portion of RATE
	<b>Provider Costs</b>				
1	IP Wages = proj yearly hours @ \$11.50 per hr	236,629,316	\$ 236,629,316		11.50
2	IP Employer Taxes @ 8%	18,930,345	\$ 18,930,345		0.92
3	Health Benefits	12,345,877	\$ 12,345,877		0.60
		\$ -			0.00
	<b>Total Provider Costs</b>	<b>\$ 267,905,538</b>	<b>\$ 267,905,538</b>		<b>13.02</b>
	<b>Public Authority Administrative costs</b>				
	<b>Salaries &amp; Benefits</b>	\$ 1,860,808		\$ 1,860,808	0.0904
	<b>Overhead Expenses</b>	\$ 848,118		\$ 848,118	0.0412
	<b>Total Public Authority Administrative costs</b>	<b>\$ 2,708,926</b>		<b>\$ 2,708,926</b>	<b>0.13</b>
	<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 13.15</b>
	<b>Total hourly rate: The hourly rate is computed by adding total services costs and total administrative costs and dividing by the number of IHSS hours.</b>				
		<b>Services Cost</b>	<b>Adm Costs</b>	<b>Total Hours</b>	<b>Total PA Hourly Rate</b>
	<b>PA Rate</b>	\$ 267,905,538 +	\$ 2,708,926.00 /	\$ 20,576,462 =	\$ 13.15
	<b>Services Rate = Services Cost Divided by Total Hours</b>	\$ 267,905,538	\$ - /	\$ 20,576,462 =	\$ 13.02
	<b>Admin Rate = Admin Cost Divided by Total Hours</b>		\$ 2,708,926.00 /	\$ 20,576,462 =	\$ 0.13