

AMENDATORY AGREEMENT

This **AMENDATORY AGREEMENT** is made between the **CITY AND COUNTY OF DENVER**, a municipal corporation of the State of Colorado (the "City") and **IT TAKES A VILLAGE, INC.**, a Colorado nonprofit corporation, with an address of 1475 Lima Street, Aurora, Colorado 80010 (the "Contractor", and collectively ("the Parties")).

WITNESSETH:

WHEREAS, the Parties entered into Agreement dated September 18, 2018 (the "Agreement") to provide services to individuals living with HIV/AIDS in the Denver Transitional Grant Area (TGA); and

WHEREAS, the Parties wish to amend the Agreement to extend the term, increase the maximum contract amount, and modify the scope of work and budget;

NOW THEREFORE, in consideration of the premises and the Parties' mutual covenants and obligations, the Parties agree as follows:

1. Section 2 of the Agreement entitled "**TERM**" is hereby deleted in its entirety and replaced with:

"2. **TERM**: The Agreement will commence on **March 1, 2018**, and will expire on **February 29, 2020** (the "**Term**"). Subject to the Executive Director's prior written authorization, the Contractor shall complete any work in progress as of the expiration date, and the Term of the Agreement will extend until the work is completed or earlier terminated by the Executive Director."

2. Section 3 of the Agreement entitled "**COMPENSATION AND PAYMENT**", Subsection (A) entitled "**Fees and Expenses**" is hereby deleted in its entirety and replaced with:

"3. **COMPENSATION AND PAYMENT**:

A. Fees and Expenses: The City shall pay and the Contractor shall accept as the sole compensation for services rendered and costs incurred under the Agreement an amount not to exceed **Five Hundred Fourteen Thousand Two Hundred Fifteen Dollars and No Cents (\$514,215.00)** (the "**Maximum Contract Amount**"), to be used in accordance with the budget contained in **Exhibit B-1**. Amounts billed may not exceed the budget set forth in **Exhibit B-1**. The Contractor certifies the budget line items in **Exhibit B-1** contain reasonable allowable direct costs and allocable indirect costs in accordance with 2 C.F.R., Subpart E."

3. **Exhibit A** is hereby deleted in its entirety and replaced with **Exhibit A-1 Scope of Work**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit A** are changed to **Exhibit A-1**.

4. **Exhibit B** is hereby deleted in its entirety and replaced with **Exhibit B-1 Budget**, attached and incorporated by reference herein. All references in the original Agreement to **Exhibit B** are changed to **Exhibit B-1**.

5. As herein amended, the Agreement is affirmed and ratified in each and every particular.

6. This Amendatory Agreement will not be effective or binding on the City until it has been fully executed by all required signatories of the City and County of Denver, and if required by Charter, approved by the City Council.

[THE BALANCE OF THIS PAGE IS INTENTIONALLY LEFT BLANK.]

Contract Control Number: ENVHL-201951267-[ALFRESCO-201843899-01]
Contractor Name: IT TAKES A VILLAGE, INC.

IN WITNESS WHEREOF, the parties have set their hands and affixed their seals at Denver, Colorado as of:

SEAL

CITY AND COUNTY OF DENVER:

ATTEST:

By:

APPROVED AS TO FORM:

REGISTERED AND COUNTERSIGNED:

Attorney for the City and County of Denver

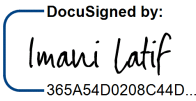
By:

By:

By:

Contract Control Number:
Contractor Name:

ENVHL-201951267-[ALFRESCO – 201843899-01]
IT TAKES A VILLAGE, INC.

By:  _____
DocuSigned by:
Imani Latif
365A54D0208C44D...

Name: Imani Latif
(please print)

Title: Executive Director
(please print)

ATTEST: [if required]

By: _____

Name: _____
(please print)

Title: _____
(please print)



EXHIBIT A-1 AMENDED SCOPE OF WORK

I. Purpose of Agreement

The purpose of this contract is to establish an agreement and Scope of Services between the Denver Department of Public Health & Environment (DDPHE), Office of HIV Resources and **It Takes a Village**.

It Takes a Village has been awarded the following amounts in Ryan White Part A funds:

- **\$262,991** in Fiscal Year 2018 (March 1, 2018 – February 28, 2019)
- **\$251,224** in Fiscal Year 2019 (March 1, 2019 – February 29, 2020)
- **Cumulative Maximum Contract Amount: \$514,215**

II. Services and Conditions

To provide the following services to individuals living with HIV/AIDS in the Denver Transitional Grant Area (TGA), which includes and is limited to, Adams, Arapahoe, Broomfield, Denver, Douglas, and Jefferson counties, in accordance with the Service Standards for the following service categories:

SERVICE CATEGORY	FUNDING SOURCE	FY 2018 AWARD NUMBER	FY 2018 AWARD AMOUNT	FY 2018 Actual expenditures
Medical Case Management	RW Part A	18-MCM-7712-A	\$74,844	\$76,566
Psychosocial Support Services	RW Part A	18-PSS-7712-A	\$16,385	\$16,364
Early Intervention Services	RW MAI	18-EIS-7712-M	\$20,820	\$20,393
Medical Case Management	RW MAI	18-MCM-7712-M	\$49,376	\$49,618
Mental Health Services	RW MAI	18-MHS-7712-M	\$23,079	\$19,258
Psychosocial Support Services	RW MAI	18-PSS-7712-M	\$9,747	\$8,088
Substance Abuse Outpatient Care	RW MAI	18-SAO-7712-M	\$68,740	\$60,880
FY 2019 MAXIMUM REIMBURSABLE AMOUNT:			\$262,991	\$251,167
SERVICE CATEGORY	FUNDING SOURCE	FY 2019 AWARD NUMBER	FY 2019 AWARD AMOUNT	
Medical Case Management	RW Part A	19-MCM-7712-A		\$72,998
Psychosocial Support Services	RW Part A	19-PSS-7712-A		\$14,816
Early Intervention Services	RW MAI	19-EIS-7712-M		\$21,241
Medical Case Management	RW MAI	19-MCM-7712-M		\$50,374
Mental Health Services	RW MAI	19-MHS-7712-M		\$23,546
Psychosocial Support Services	RW MAI	19-PSS-7712-M		\$9,944



EXHIBIT A-1 AMENDED SCOPE OF WORK

Substance Abuse Outpatient Care	RW MAI	19-SAO-7712-M	\$70,129
FY 2019 MAXIMUM REIMBURSABLE AMOUNT:			\$263,048

III. Process and Outcome Measures

A. Process Measures

It Takes a Village will provide:

SERVICE CATEGORY	FY 2018 AWARD NUMBER	UNDUPLICATED CLIENTS	SERVICE UNITS DELIVERED
Medical Case Management	18-MCM-7712-A	32	320
Psychosocial Support Services	18-PSS-7712-A	16	180
Early Intervention Services	18-EIS-7712-M	10	70
Medical Case Management	18-MCM-7712-M	35	350
Mental Health Services	18-MHS-7712-M	15	150
Psychosocial Support Services	18-PSS-7712-M	8	48
Substance Abuse Outpatient Care	18-SAO-7712-M	35	350

SERVICE CATEGORY	FY 2019 AWARD NUMBER	UNDUPLICATED CLIENTS	SERVICE UNITS DELIVERED
Medical Case Management	19-MCM-7712-A	32	320
Psychosocial Support Services	19-PSS-7712-A	20	100
Early Intervention Services	19-EIS-7712-M	10	70
Medical Case Management	19-MCM-7712-M	35	350
Mental Health Services	19-MHS-7712-M	20	120
Psychosocial Support Services	19-PSS-7712-M	10	50
Substance Abuse Outpatient Care	19-SAO-7712-M	35	350

IV. Quality Management Program

A. Quality Management Plan

- i.) Contractor will be required to submit a FY 2019 Quality Management Plan. **Quality Management Plans will be due on November 30, 2019.** Quality Management Plans must include the following elements:
 - o A quality statement
 - o A description of the quality management structure
 - o Performance measures
 - o Annual quality goals
 - o Quality improvement plans
 - o Quality management plan implementation
 - o An explanation of how the quality management plan will be evaluated and updated



EXHIBIT A-1 AMENDED SCOPE OF WORK

- Capacity building
- Communication

B. Quality Management Activities

- i.) Contractor will be required to document at least one quality improvement activity in the Fiscal Year
- ii.) Quality Improvement activities should be related to the Quality Management Plan, and impact the sub-recipients identified annual quality goals
- iii.) Updates on quality improvement activities will be submitted to DHR, or designee, on a quarterly basis
- iv.) Contractor will hold Quality Committee meetings, meetings will be held at a minimum of quarterly

V. Quality Management Infrastructure and Capacity Building

Contractor will be required to identify one contact person for all Quality Management related deliverables

Contractor will be required to have two staff members participate in a DHR hosted, Quality Management Training

VI. Schedule of Payments for Services

- A.** The City and County of Denver may withhold payment due under this Agreement until the Contractor submits a satisfactory Audit Report Package that covers the Contractor's most recent fiscal year. If there are material findings in the audit, the City and County of Denver may withhold reimbursement until the audit findings are resolved to the City and County of Denver's satisfaction.
- B.** Invoice packages will be due no later than the 15th of the month following the month of service. Reporting schedule detailed below in Section VI (D). Three or more occurrences of a late invoice shall be considered a contract compliance issue.
- C.** The Contractor shall submit a complete invoice package monthly using required DDPHE HIV Resources invoice forms. A complete invoice package will include the following:
 - Item 1:** a complete monthly invoice summary for the service month;
 - Item 2:** a complete Individual Service Category Invoice (Forms I-1, I-2, I-3, I-4) for the service month for each award/service category;
 - Item 3:** supporting documentation for all expenses;
 - Item 4:** an attestation to complete CAREWARE data entry **or** a complete data upload for the service month; and
 - Item 5:** a quarterly narrative report once per quarter (four times per year).



EXHIBIT A-1 AMENDED SCOPE OF WORK

D. Contractor invoicing schedule is as follows:

SERVICE MONTH	INVOICE PACKAGE DUE BY	INVOICE PACKAGE INCLUDES:
March 2019	April 15, 2019	Items 1, 2, 3, and 4
April 2019	May 15, 2019	Items 1, 2, 3, and 4
May 2019	June 17, 2019	Items 1, 2, 3, and 4
June 2019	July 15, 2019	Items 1, 2, 3, 4, and 5
July 2019	August 15, 2019	Items 1, 2, 3, and 4
August 2019	September 16, 2019	Items 1, 2, 3, and 4
September 2019	October 15, 2019	Items 1, 2, 3, 4, and 5
October 2019	November 15, 2019	Items 1, 2, 3, and 4
November 2019	December 16, 2019	Items 1, 2, 3, and 4
December 2019	January 15, 2020	Items 1, 2, 3, 4, and 5
January 2020	February 17, 2020	Items 1, 2, 3, and 4
February 2020	March 16, 2020	Items 1, 2, 3, and 4
Final 2020 Invoice	April 15, 2020	Items 1, 2, 3, 4, and 5

VII. Disallowances and Review of Reports

The City and County of Denver may review the budget, management, financial and audit reports, and any other materials or information the City and County of Denver may consider appropriate to assess whether any expenditures by the Contractor are disallowed by the City and County of Denver. **Exhibit E** describes expenditures that will be disallowed by The City and County of Denver. The City and County of Denver may disallow reimbursement for services or expenditures that were not provided or approved in accordance with the terms of this Agreement. The Contractor shall not unreasonably refuse to provide expenditure information related to this Agreement that the City and County of Denver may reasonably require. These disallowances will be deducted from any payments due the Contractor, or if disallowed after contract termination, the Contractor shall remit the disallowed reimbursement to the City and County of Denver according to a schedule to be determined by the City and County of Denver at its sole discretion. Despite the City and County of Denver's approval of expenditures, if a review or an audit conducted by the City, State or federal governments results in final disallowances of expenditures, the Contractor shall remit the amount of those disallowances to the City and County of Denver according to a schedule to be determined by the City and County of Denver at its sole discretion following written notice of disallowances to the Contractor. This Section survives termination or expiration of this Agreement.

VIII. Administrative Cost Limit



EXHIBIT A-1 AMENDED SCOPE OF WORK

The Contractor's total administrative costs cannot exceed **10%** of the Maximum Reimbursable Amount. Administrative costs are defined as the costs incurred for usual and recognized overhead, including established indirect rates for agencies; management and oversight of specific programs funded under this contract; and other types of program support such as quality assurance, quality control, and related activities. Examples of administrative costs include:

- Salaries and related fringe benefits for accounting, secretarial, and management staff, including those individuals who produce, review and sign monthly program and fiscal reports;
- Consultants who perform administrative, non-service delivery functions;
- General office supplies;
- Travel costs for administrative and management staff;
- General office printing and photocopying;
- General liability insurance; and
- Audit fees.

Administrative costs can be direct or indirect. Direct costs are costs that can be directly charged to the program and which are incurred in the provision of direct services. Indirect costs are defined as the administrative costs that are incurred for common or joint activities that cannot be identified specifically with a particular project or program.

IX. Performance Management and Reporting

A. Performance Management

Monitoring may be performed by the DDPHE HIV Resources staff and/or designee. Contractor may be reviewed for:

1. **Quality Monitoring:** The quality of the services being provided and the effectiveness of those services addressing the needs of the Denver TGA.
2. **Program Monitoring*:** Review and analysis of current program information to determine the extent to which contractors are achieving established contractual goals;
3. **Fiscal Monitoring*:** Review financial systems and billings to ensure that contract funds are allocated and expended in accordance with the terms of the agreement.
4. **Administrative Monitoring:** Monitoring to ensure that the requirements of the contract document, Federal, State and City and County regulations, and DDPHE policies are being met.

** DDPHE HIV Resources and/or its designee may provide regular performance monitoring and reporting. DDPHE HIV Resources and/or its designee, may manage any performance issues and may develop interventions that will resolve concerns.*

B. Reporting



EXHIBIT A-1 AMENDED SCOPE OF WORK

The following reports shall be developed and delivered to the City as stated in this section.

Report # and Name	Description	Due Date	Reports to be sent to:
1. CAREWare Reporting	<p>Contractor is required to enter client-level data monthly into CAREWare for all funded services including:</p> <ol style="list-style-type: none"> 1. All client-level information needed to create the HRSA-defined electronic Unique Client Identifier (eUCI) including, but not limited to: <ol style="list-style-type: none"> a. Client legal first and last name b. Client full date of birth c. Client gender 2. Demographic information 3. Client encounters and/or service units 4. Additional socio-demographic data and primary care status measures <p>Contractor may enter client-level data into CAREWare using two different methodologies:</p> <ol style="list-style-type: none"> 1. Direct manual data entry via the CAREWare interface; or 2. Provider Data Import (PDI). 	the 15 th of each month	Into CAREWare system
2. Ryan White Part A Service Report (RSR)	<p>Includes, but is not limited to:</p> <ul style="list-style-type: none"> • Data input throughout the calendar year, due the 15th of each month for the month prior • Run provider RSR reports to clean existing data and/or input missing data with technical assistance from DHR • Review finalized RSR report with DHR • Generate client-level XML file and upload into the 	February 26, 2019	<p>Into CAREWare system for data entry</p> <p>Into HRSA Web Application for RSR final reporting</p>



EXHIBIT A-1 AMENDED SCOPE OF WORK

Report # and Name	Description	Due Date	Reports to be sent to:
	HRSA Web Application (per HRSA requirement) <ul style="list-style-type: none"> Submit RSR report into HRSA Web Application 		
1. 1 st Quarter report	Report shall: <ul style="list-style-type: none"> Review and verify the # of clients served, the number of service units, the amount of funding expended Document quality improvement projects conducted Provide an update on changes to staff including vacancies and new staff Summarize successes, weaknesses and needs for the period of March 1, 2019 through May 31, 2019 	July 15, 2019	Fiscal Officer/Grant Administrator Terra.hasemanswazer@denvergov.org Quality Administrator hivresources@denvergov.org Nick Roth Nicholas.roth@denvergov.org
2. Mid-Year Report	Report shall: <ul style="list-style-type: none"> Review and verify the # of clients served, the number of service units, the amount of funding expended Document quality improvement projects conducted Provide an update on changes to staff including vacancies and new staff Summarize successes, weaknesses and needs for the period of March 1, 2019 through August 31, 2019 	October 15, 2019	Fiscal Officer/Grant Administrator Terra.hasemanswazer@denvergov.org Quality Administrator hivresources@denvergov.org Nick Roth Nicholas.roth@denvergov.org
3. 3 rd Quarter Report	Report shall: <ul style="list-style-type: none"> Review and verify the # of clients served, the number of service units, the amount of funding expended Document quality improvement projects conducted 	January 15, 2020	Fiscal Officer/Grant Administrator Terra.hasemanswazer@denvergov.org Quality Administrator hivresources@denvergov.org Nick Roth Nicholas.roth@denvergov.org



EXHIBIT A-1 AMENDED SCOPE OF WORK

Report # and Name	Description	Due Date	Reports to be sent to:
	<ul style="list-style-type: none"> • Provide an update on changes to staff including vacancies and new staff • Summarize successes, weaknesses and needs for the period of March 1, 2019 through November 30, 2019 		
4. Year End Report	Report shall: <ul style="list-style-type: none"> • Review and verify the # of clients served, the number of service units, the amount of funding expended • Document quality improvement projects conducted • Provide an update on changes to staff including vacancies and new staff • Summarize successes, weaknesses and needs for the period of March 1, 2019 through February 29, 2020 	April 15, 2020	Fiscal Officer/Grant Administrator Terra.hasemanswazer@denvergov.org Quality Administrator hivresources@denvergov.org Nick Roth Nicholas.roth@denvergov.org
5. Quality Management Plan	Plan(s) shall demonstrate all Quality Management activities, including Quality Management infrastructure, specific quality improvement activities, planning, and monitoring, etc.	November 30, 2019	Quality Administrator Hivresources@denvergov.org
6. Other reports as reasonably requested by the City.	To be determined (TBD)	TBD	TBD

X. Budget

- A.** Contractor shall provide the identified services for the City under the support and guidance of the Denver Department of Public Health & Environment (DDPHE), Office of HIV Resources using best practices and other methods for fostering a sense of collaboration and communication.
- B.** Contractor shall submit a complete budget package using required DDPHE HIV Resources budget forms.
- C.** Contractor may not reallocate funding across awards/service categories.



EXHIBIT A-1 AMENDED SCOPE OF WORK

D. The budget for this agreement is attached as an exhibit.

XI. Required Acknowledgement and Disclaimer Language

A. HRSA requires subrecipients to use the following acknowledgement and disclaimer on all products produced by HRSA grant funds:

“This [project/publication/program/website, etc.] [is/was] supported by the Health Resources and Services Administration (HRSA) of the U.S. Department of Health and Human Services (HHS) as part of an award totaling \$XX with XX percentage financed with non-governmental sources. The contents are those of the author(s) and do not necessarily represent the official views of, nor an endorsement, by HRSA, HHS, or the U.S. Government. For more information, please visit HRSA.gov.”

B. Subrecipients are required to use this language when issuing statements, press releases, requests for proposals, bid solicitations, and other HRSA supported publications and forums describing projects or programs funded in whole or in part with HRSA funding.

- Examples of HRSA supported publications include, but are not limited to, manuals, toolkits, resources guides, case studies, and issues briefs.

XII. Other

Contractor shall submit updated documents which are directly related to the delivery of services.

Additional document requirements for this contract include:

- A.** NEW Individual Service Category Budget Form B3: Service Target Projections
- B.** NEW Contract Summary Data Form A-3: Summary of Funding Sources
- C.** NEW Individual Service Category Budget Form B-2: Personnel Schedule
- D.** Organizational Chart

DDPHE HIV RESOURCES BUDGET SUBMISSION PACKAGE

CONTRACT SUMMARY DATA
FORM A-1: SUBRECIPIENT INFORMATION

SUBRECIPIENT:	It Takes a Village		
DATE OF SUBMISSION:	02/22/2019	CONTRACT AMOUNT:	\$263,048
Check One:	<input checked="" type="checkbox"/> First Submission or <input type="checkbox"/> Resubmission		
	FUNDING SOURCE: BOTH Ryan White Part A and MAI		
EFFECTIVE DATES:	03/01/2019	to	02/29/2020

SUBRECIPIENT CORPORATION INFORMATION

NOTE: This name and address will appear on City Contractor Agreement.

FEDERAL TAX ID#:	68-0496297	DUNS#:	143567845
EXACT CORPORATE NAME:	It Takes a Village Inc		
CORPORATE ADDRESS:	1475 Lima Street		
	Address Line 1		
	Address Line 2		
	Aurora	CO	80010
	City	State	Zipcode
CORPORATE WEBSITE:	www.ittakesavillagecolorado.org		
AGENCY TYPE:	Community-Based Organization		
OWNERSHIP TYPE:	Private, Nonprofit		
FAITH-BASED:	No		

I CERTIFY THAT COSTS HAVE BEEN DETERMINED ALLOWABLE ACCORDING TO CITY AND APPROPRIATE FEDERAL PRINCIPLES AND STANDARDS AS LISTED ON FORM A-2. I FURTHER CERTIFY THAT THERE ARE NO MATHEMATICAL ERRORS IN THIS BUDGET. PLEASE SIGN ON DESIGNATED LINE BELOW.

AGENCY HEAD:

Imani S. Latif		2/22/2019
Printed Name	Signature	Date
303-868-6303	303-367-0227	islaurora@aol.com
Telephone	Fax	Email

SENIOR ADMINISTRATOR:

Imani S. Latif		2/22/2019
Printed Name	Signature	Date
303-367-4747	303-367-0227	
Telephone	Fax	Email

BOARD PRESIDENT:

Ola Harris		2/22/2019
Printed Name	Signature	Date
303-337-5095	303-367-0227	OlaBHarris@gmail.com
Telephone	Fax	Email

CONTRACT SIGNATORY:

Imani S. Latif		2/22/2019
Printed Name	Signature	Date
303-868-6303	303-367-0227	islaurora@aol.com
Telephone	Fax	Email

FORM A-1

CONTRACT CONTACT INFORMATION

PROGRAM MANAGER:	Khalil Halim		Deputy Director/Clt Svcs Spvsr	
	<small>Name</small>		<small>Title</small>	
303-367-4747	303-367-0227	khalil.halim@ittakesavillageco.org		
<small>Telephone</small>	<small>Fax</small>	<small>Email</small>		
FISCAL MANAGER:	Imani S. Latif		Executive Director	
	<small>Name</small>		<small>Title</small>	
303-868-6303	303-367-0227	islaurora@aol.com		
<small>Telephone</small>	<small>Fax</small>	<small>Email</small>		
DATA MANAGER:	Khalil Halim		Deputy Dir./Client Svcs Spvsr	
	<small>Name</small>		<small>Title</small>	
303-367-4747	303-367-0227	khalil.halim@ittakesavillageco.org		
<small>Telephone</small>	<small>Fax</small>	<small>Email</small>		
QUALITY MANAGER:	Khalil Halim		Deputy Dir./Client Svcs Spvsr	
	<small>Name</small>		<small>Title</small>	
303-367-4747	303-367-0227	khalil.halim@ittakesavillageco.org		
<small>Telephone</small>	<small>Fax</small>	<small>Email</small>		
PAYMENT ADDRESS:	PO Box 471733			
	<small>Address Line 1</small>			
	<small>Address Line 2</small>			
<small>NOTE: Only complete if Payment Address is different than Corporate Address.</small>	Aurora	CO	80047	
	<small>City</small>	<small>State</small>	<small>Zipcode</small>	

FORM A-2

DDPHE HIV RESOURCES BUDGET SUBMISSION PACKAGECONTRACT SUMMARY DATA
FORM A-2: BUDGET SUMMARYSUBRECIPIENT: **It Takes a Village**DATE OF SUBMISSION: **02/22/2019**CONTRACT AMOUNT: **\$263,048**Check One: First Submission or
 ResubmissionFUNDING SOURCE: **BOTH Ryan White Part A and MAI**EFFECTIVE DATES: **03/01/2019**

to

02/29/2020**AGGREGATE CONTRACT SUMMARY PAGE**

(PREPARE THIS SUMMARY INSTEAD OF AN AGGREGATE BUDGET.)

AWARD #	SERVICE CATEGORY	FUNDING SOURCE	ORIGINAL AWARD AMOUNT	ADDITIONAL AWARD AMOUNTS	TOTAL SERVICE CATEGORY AMOUNT ¹
19-MCM-7712-A	MCM Medical Case Management	Ryan White Part A	\$72,998		\$72,998
19-PSS-7712-A	PSS Psychosocial Support Services	Ryan White Part A	\$14,816		\$14,816
19-EIS-7712-M	EIS Early Intervention Services	Ryan White MAI	\$21,241		\$21,241
19-MCM-7712-M	MCM Medical Case Management	Ryan White MAI	\$50,374		\$50,374
19-MHS-7712-M	MHS Mental Health Services	Ryan White MAI	\$23,546		\$23,546
19-PSS-7712-M	PSS Psychosocial Support Services	Ryan White MAI	\$9,944		\$9,944
19-SAO-7712-M	SAO Substance Abuse Outpatient Care	Ryan White MAI	\$70,129		\$70,129
TOTAL CONTRACT AMOUNT			\$263,048		\$263,048

¹MUST AGREE TO SERVICE CATEGORY BUDGET ATTACHED.**COST DETERMINATION ON ALL BUDGETS
COMPLIANCE WITH LAW**

Your agency must provide all services under this contract in accordance with applicable provisions of federal, state and local laws, rules and regulations as are in effect at the time such services are rendered. In particular, your agency must comply with Code of Federal Regulations (Title 45 CFR Part 75) – Uniform Administrative Requirements, Cost Principles and Audit Requirement for HHS Awards

FORM A-3

DDPHE HIV RESOURCES BUDGET SUBMISSION PACKAGE

CONTRACT SUMMARY DATA

FORM A-3: SUMMARY OF FUNDING SOURCES

FULL NAME OF SUBRECIPIENT: **It Takes a Village Inc**

PERIOD OF FUNDING:	BEGIN DATE	04/01/2018										
	END DATE	03/31/2019										
OBJECT CLASS CATEGORY	RYAN WHITE PART A (DDPHE)	RYAN WHITE PART B (CDPHE)	RYAN WHITE PART C (HRSA)	RYAN WHITE PART D (HRSA)	GENERAL FUND (DDPHE)	CDC (CDPHE)	CDC OTHER SOURCES	CDPHE OTHER SOURCES	HOPWA	GENERAL OPERATION/ PRIVATE	TOTAL BUDGET	
PERSONNEL	\$125,791	\$75,560				\$67,600	\$88,170	\$223,100			\$580,221	
FRINGE BENEFITS	\$28,930	\$13,225				\$7,360	\$20,279	\$38,515			\$108,309	
TRAVEL	\$1,320	\$1,715						\$4,955			\$7,990	
EQUIPMENT	\$899										\$899	
SUPPLIES	\$3,605										\$3,605	
CONTRACTUAL	\$92,220			\$18,000				\$19,000			\$129,220	
OTHER	\$5,000	\$10,348				\$35,700	\$4,000	\$81,815		\$18,000	\$154,863	
TOTAL DIRECT CHARGES	\$257,765	\$100,848		\$18,000		\$110,660	\$112,449	\$367,385		\$18,000	\$985,107	
INDIRECT CHARGES	\$5,283	\$8,340				\$11,066	\$11,245	\$22,372			\$58,306	
TOTAL COSTS	\$263,048	\$109,188		\$18,000		\$121,726	\$123,694	\$389,757		\$18,000	\$1,043,413	

INSTRUCTIONS:

1. Prepare only one summary for each subrecipient.
2. Column headings shaded yellow may be changed to accommodate other funding sources.
3. Indirect charges on Ryan White Part A DDPHE contracts are only allowed if:
 - a) subrecipient has a Federally Negotiated Indirect Cost Rate Agreement (NICRA); or
 - b) subrecipient uses the 10% de minimis rate.
4. Indirect charges on Ryan White Part A DDPHE contracts must count towards the 10% administrative cap on the budget.