



BETTY T. YEE
California State Controller

**NEGOTIATION AGREEMENT
COUNTYWIDE COST ALLOCATION PLAN**

County of Santa Cruz
Santa Cruz, California

Date: July 27, 2018
Filing Ref: SCR19

Pursuant to the federal Office of Management and Budget Circular *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Grants* (Uniform Guidance), found at Title 2, Code of Federal Regulations, Part 200, the State Controller's Office formally approves the Countywide Cost Allocation Plan as described in Section I for use in fiscal year **2018-19**. This approval is subject to the conditions contained in Section III.

Departmental indirect cost proposals should clearly identify those costs that have been distributed through Sections I and II of this agreement in accordance with the guidelines of the responsible grantor agency for that department. Furthermore, data processing systems may be subject to grantor agency approval prior to the reimbursement of certain costs allocated, billed, or cost applied by the Data Processing Department.

**SECTION I: COSTS DISTRIBUTED THROUGH COUNTYWIDE COST
ALLOCATIONS**

The indirect overhead and support service costs listed in the **Summary Schedule** (attached) are formally approved as actual costs for fiscal year **2016-17**, and as estimated costs for fiscal year **2018-19** on a "fixed with carry-forward" basis. These costs may be included as part of the county departments' costs indicated effective **July 1, 2018**, for further allocation to federal grants and contracts performed by the respective county departments.

SECTION II: COSTS DISTRIBUTED THROUGH BILLING OR COST TRANSFER MECHANISMS

- | | |
|-------------------------------|--|
| 1. Employee Fringe Benefits | 12. Information Services (ISF) |
| 2. Auditor-Controller | 13. Public Works (ISF) |
| 3. County Administration | 14. Service Center (ISF) |
| 4. County Counsel | 15. Risk Management (ISF) |
| 5. General Services | 16. Dental & Health Insurance (ISF) |
| 6. Facilities Management | 17. Liability and Property Insurance (ISF) |
| 7. Central Purchasing | 18. Workers' Compensation Insurance (ISF) |
| 8. Central Stores | 19. Employee Benefit Staffing (ISF) |
| 9. Technical Radio Services | 20. State Unemployment Insurance Program (ISF) |
| 10. Personnel | |
| 11. Central Duplicating (ISF) | |

In addition to Section I, which provides for services furnished but not billed, the services listed above are furnished and billed to state/local departments and agencies.

Direct charges from the above cost centers should be billed or cost applied in accordance with the procedures established by the county as described in its Countywide Cost Allocation Plan and may be included as part of the county departments' costs indicated in Section I.

SECTION III: CONDITIONS

A. LIMITATIONS: Use of the amounts contained in this Negotiation Agreement are subject to any statutory or administrative limitations and, when ultimately allocated to individual grants or contracts through the indirect cost proposals of each county department, are applicable only to the extent that funds are available. Acceptance of the amounts agreed to herein is predicated on the conditions: (1) that no costs other than those incurred by the county were included for distribution in its Countywide Cost Allocation Plan as finally accepted, and that such costs are legal obligations of the county and allowable under the governing cost principles; (2) that similar types of costs have been accorded consistent accounting treatment; and (3) that the information provided by the county and used as the basis for acceptance of the amounts agreed to herein is not subsequently found to be materially incomplete or inaccurate.

B. CHANGES: Fixed amounts contained in this Negotiation Agreement are based on the organizational structure and accounting system in effect at the time the proposal was submitted. Significant changes in the organizational structure, or changes in the method of accounting for costs that materially affect the amount of reimbursement resulting from use of the amounts in this Negotiation Agreement, will require prior approval by the authorized representative of the responsible negotiation agency. Failure to obtain such approval may result in subsequent audit disallowances.

C. FIXED AMOUNTS: The fixed amounts contained in Section I of this agreement are based on an estimate of the costs that will be incurred during the period to which the amounts apply. When the actual costs for this period are determined, any differences between the fixed costs used as an estimate and the actual costs will be considered in a subsequent agreement.

D. BILLED COSTS: Charges for the services cited in Section II will be billed or cost applied in accordance with the procedures established by the county, and recorded on the books of the cost center providing the service. Such charges will be based on the actual allowable costs, as defined by Uniform Guidance, incurred by the cost center responsible for providing the service. Any differences between the billed allowable costs and the actual allowable costs for a particular accounting period will be considered in a subsequent agreement.

E. NOTIFICATION TO STATE AND FEDERAL AGENCIES: Copies of this document will be provided to other state and federal agencies as a means of notifying them of this approval.

F. SPECIAL REMARKS: There are no adjustments in the fiscal year 2018-19 Cost Allocation Plan.

SECTION IV: ACCEPTANCE

COUNTY OF SANTA CRUZ

**BETTY T. YEE
CALIFORNIA STATE CONTROLLER**

BY Original signed by

BY Original signed by

Edith Driscoll

**Renee Hsieh, Bureau Chief
Local Govt Policy & Reporting
Local Govt Programs & Services Division**

Name
Auditor-Controller-Treasurer-Tax Collector

Title

7-30-2018

8-2-2018

Date

Date

**Negotiated by Melma Dizon
Telephone (916) 323-2369**

cc: State and Federal Agencies

Attachment

County of Santa Cruz, California
2 CFR Part 200 Cost Plan for Use in FY 2018-2019

FY 2016-2017
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Summary Schedule

Department	103210 Agricultural Commiss.	103300 Weights & Measures	103400 Mosquito Abatement # 53	106000 Ag Extension Services	109100 Assessor	150000 Board of Supervisors	182000 Clerk of the Board	183000 Economic Dev	184000 Cannabis Licensing	214000 Clerk- Elections
1 000001 Bldg Depreciation	\$13,515	\$0	\$0	\$20,541	\$22,437	\$18,254	\$2,203	\$1,521	\$1,177	\$10,610
2 000002 Equipment Depreciation	2,907	2,320	0	0	2,289	3,180	0	0	0	62,437
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	15,545	2,156	11,590	1,150	22,885	20,014	5,212	5,181	4,256	36,337
5 181000 County Administration	14,620	1,898	9,441	909	21,591	19,915	3,745	3,674	432,293	56,278
6 240000 County Counsel	2,694	0	0	0	89,433	200,226	433	1,539	46,184	31,751
7 303000 Communication Technical	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	15,715	0	0	25,351	91,953	340,023	9,064	11,061	1,761	82,503
10 334100 Central Purchasing	581	268	805	179	537	402	313	537	(611)	1,878
11 334200 Central Stores	130	0	38	18	371	49	3,476	0	0	154
12 431000 Technical Radio Services	0	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	14,326	4,903	3,989	481	332	257	2,319
14 510000 Personnel	15,902	1,988	9,939	994	22,859	20,872	3,976	2,982	4,969	23,853
15 515202 General Insurance	21,911	0	0	49	17,344	42,857	0	0	0	48,477
16 730000 Treasurer/Tax Collector	570	0	0	0	0	0	0	0	0	0
Total Current Allocations	104,092	8,631	31,813	63,518	296,601	669,781	28,903	26,828	490,286	356,597
Less: Prior Year Allocations	151,195	18,964	31,971	45,857	257,015	510,044	38,764	0	0	458,369
Carry-Forward	(47,103)	(10,333)	(158)	17,661	39,586	159,737	(9,861)	0	0	(101,772)
Proposed Costs	\$56,989	\$(1,702)	\$31,655	\$81,180	\$336,187	\$829,518	\$19,042	\$26,828	\$490,286	\$254,825

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Department	231000 Recorder	250000 Child Support Services	270000 D.A.- Public Admin	302100 Disaster Response	304100 County Fire Department	350000 Grand Jury	360000 Health Services Agency	363320 Public Guardian	3670 HSA Environment al Health	3601 Agency and Admin Support Svcs
1 000001 Bldg Depreciation	\$14,781	\$0	\$46,789	\$0	\$0	\$845	\$186,118	\$1,380	\$5,559	\$0
2 000002 Equipment Depreciation	13,558	0	2,005	0	0	0	0	0	2,569	11,377
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	144,447	0	0	0
4 120000 Auditor-Controller	11,402	52,204	139,366	3,054	18,771	851	87,836	3,385	36,531	41,298
5 181000 County Administration	8,504	46,965	95,947	1,409	4,386	49	0	2,091	34,540	29,680
6 240000 County Counsel	0	818	24,243	0	0	16,886	214,418	23,423	20,927	0
7 303000 Communication Technical	0	0	0	28,058	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	43,991	1,997	0	0	0	0	0
9 333000 Facilities Management	69,154	3,661	204,530	1,396	0	4,154	106,625	26,869	47,577	0
10 334100 Central Purchasing	447	1,610	4,471	402	3,577	45	0	0	850	2,504
11 334200 Central Stores	2,005	0	976	74	0	0	11,298	0	0	0
12 431000 Technical Radio Services	0	0	(833)	(246)	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	3,230	0	10,225	0	0	185	87,103	1,747	2,661	0
14 510000 Personnel	8,945	48,700	88,455	994	0	0	0	0	34,786	(530,189)
15 515202 General Insurance	1,684	31,494	115,137	6,921	0	0	0	0	0	0
16 730000 Treasurer/Tax Collector	0	0	0	0	0	0	0	0	15	0
Total Current Allocations	133,710	185,451	731,312	86,053	28,732	23,014	837,844	58,895	186,015	(445,331)
Less: Prior Year Allocations	132,706	210,520	688,578	119,327	11,367	11,309	242,160	34,671	117,214	(283,921)
Carry-Forward	1,004	(25,069)	42,734	(33,274)	17,365	11,705	595,684	24,224	68,801	(161,410)
Proposed Costs	\$134,715	\$160,382	\$774,046	\$52,780	\$46,096	\$34,719	\$1,433,528	\$83,119	\$254,815	\$(606,741)

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Department	3610 Medical Clinics	3620 Public Health	3628 HSA	3630 Mental Health (Div 30 & 40)	3640 Substance Abuse	3650 Medicruz	3660 Detention Medical Services	391200 HRA - Homeless Assist.	391600 HRA - Workforce	391700 HRA - Participant
1 000001 Bldg Depreciation	\$39,725	\$(19,862)	\$0	\$23,659	\$0	\$0	\$0	\$0	\$0	\$0
2 000002 Equipment Depreciation	37,156	694	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	133,959	85,653	0	368,563	8,900	12,985	0	0	4,196	0
5 181000 County Administration	124,605	80,991	0	248,114	14,359	4,029	0	0	2,099	0
6 240000 County Counsel	0	0	0	0	0	0	0	0	0	0
7 303000 Communication Technical	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	0	0	0	0	0	0	0	0	0	0
10 334100 Central Purchasing	7,333	4,918	0	3,492	894	224	0	0	358	0
11 334200 Central Stores	0	0	0	0	0	0	0	0	0	0
12 431000 Technical Radio Services	0	(22)	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	33,402	14,869	0	33,113	0	0	0	0	0	0
14 510000 Personnel	128,211	82,492	0	204,740	23,853	994	0	0	0	0
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
16 730000 Treasurer/Tax Collector	0	0	0	0	0	0	0	0	0	0
Total Current Allocations	504,390	249,733	0	881,681	48,007	18,231	0	0	6,652	0
Less: Prior Year Allocations	392,628	360,766	56,136	1,087,093	46,716	32,767	0	0	6,804	0
Carry-Forward	111,762	(111,033)	(56,136)	(205,412)	1,291	(14,536)	0	0	(152)	0
Proposed Costs	\$616,153	\$138,701	\$(56,136)	\$676,269	\$49,297	\$3,696	\$0	\$0	\$6,500	\$0

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Department	392100 Human Services	392200 HRA - Categorical Aids	392300 HRA - General Assist.	392400 HRA - Family Relations	393000 Veterans Service Offcr	395200 Community Programs	451000 GF - Courts	540000 Planning	572000 Probation/Ju venile Hall	574000 Probation
1 000001 Bldg Depreciation	\$207,357	\$0	\$0	\$0	\$0	\$0	\$0	\$47,812	\$69,237	\$70,743
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	10,333	15,920	7,884
3 131215 Cert Debt Svc Interest	90,897	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	553,504	3,748	0	702	4,136	1,653	1,255	66,356	38,948	139,859
5 181000 County Administration	479,994	0	0	59	2,972	0	254	58,507	35,427	95,283
6 240000 County Counsel	24,080	0	0	0	0	0	6,446	119,466	0	46,088
7 303000 Communication Technical	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	174,636	0	0	0	0	0	(13,446)	194,101	88,610	259,639
10 334100 Central Purchasing	11,960	0	0	0	626	0	45	1,248	2,012	3,477
11 334200 Central Stores	19,358	0	0	0	45	0	0	347	2,552	0
12 431000 Technical Radio Services	(87)	0	0	0	0	0	0	0	(196)	0
13 490000 Parks, Open Space & Cultural	73,681	0	0	0	0	0	0	10,448	48,173	49,244
14 510000 Personnel	169,532	0	0	0	2,982	0	0	59,633	39,755	94,419
15 515202 General Insurance	0	0	0	0	0	0	0	0	46,654	29,314
16 730000 Treasurer/Tax Collector	2,206	0	0	0	0	0	0	140	0	59,191
Total Current Allocations	1,807,118	3,748	0	761	10,761	1,653	(5,446)	568,393	387,093	855,142
Less: Prior Year Allocations	1,689,970	219	0	1,357	14,317	2,903	20,327	702,070	337,879	815,304
Carry-Forward	117,148	3,529	0	(596)	(3,556)	(1,250)	(25,773)	(133,677)	49,214	39,838
Proposed Costs	\$1,924,266	\$7,276	\$0	\$166	\$7,204	\$403	\$(31,219)	\$434,716	\$436,306	\$894,980

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Department	576000 St. Corrections	577000 Care of Court Wards	591000 Public Defender	600000 DPW	661000 Sheriff- Coroner	661500 Burial of Indigents	662000 Detention	664000 Crt Security	131830 Assn of Monterey BAG	131855 County Library
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$45,878	\$1,120,364	\$0	\$888,741	\$0	\$0	\$0
2 000002 Equipment Depreciation	0	0	0	0	391,528	0	47,775	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	122	174	50,643	326,301	283,776	136	206,556	27,103	0	22,985
5 181000 County Administration	0	(1)	11,559	232,785	195,576	35	155,480	27,419	0	108,375
6 240000 County Counsel	0	0	132,033	(5,854)	105,790	0	0	0	0	0
7 303000 Communication Technical	0	0	0	0	448,931	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	0	0	0	178,943	43,779	0	640,436	0	0	0
10 334100 Central Purchasing	0	0	45	10,574	8,764	0	6,170	134	0	0
11 334200 Central Stores	0	0	0	5,422	870	0	24,120	0	0	0
12 431000 Technical Radio Services	0	0	0	(4,216)	(11,941)	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	10,026	0	0	58,151	0	0	0
14 510000 Personnel	0	0	0	232,568	171,941	0	149,082	27,829	0	0
15 515202 General Insurance	0	0	0	0	421,689	0	661,296	0	0	0
16 730000 Treasurer/Tax Collector	0	0	83,718	303	31,424	0	0	0	0	0
Total Current Allocations	122	173	277,998	1,032,729	3,212,491	171	2,837,807	82,484	0	131,359
Less: Prior Year Allocations	345	219	229,512	1,445,969	2,172,178	176	2,375,737	73,192	0	111,153
Carry-Forward	(223)	(46)	48,486	(413,240)	1,040,313	(5)	462,070	9,292	0	20,206
Proposed Costs	\$(101)	\$127	\$326,483	\$619,490	\$4,252,803	\$165	\$3,299,878	\$91,776	\$0	\$151,566

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Department	134945 Cultural Services	135420 Fish & Game	543100 Housing Planning	136101 RDA Oversite- Housing	333500 Fleet Operations(I SF)	420000 Information Srvcs(ISF)	423000 Duplicating(I SF)	511100 Dental/Health Self Ins	515100 Risk Management & S.I.	515200 Liab. & Property Ins.
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$0	\$0	\$49,327	\$6,621	\$0	\$5,037	\$0
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	0	0	3,056	0	15,176	93,291	4,771	10,155	10,456	20,447
5 181000 County Administration	0	0	1,836	0	5,588	55,412	2,697	2,394	7,026	4,871
6 240000 County Counsel	0	0	0	0	0	4,666	0	0	0	(152,974)
7 303000 Communication Technical	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	50,393	0	0	0	0	0
9 333000 Facilities Management	0	0	0	0	64,576	244,045	28,948	0	171,508	0
10 334100 Central Purchasing	0	0	0	0	3,085	1,503	671	0	492	134
11 334200 Central Stores	0	0	0	0	2,369	1,045	0	0	491	0
12 431000 Technical Radio Services	0	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	0	0	10,779	1,447	0	1,101	0
14 510000 Personnel	0	0	0	0	4,969	47,706	2,982	0	5,963	0
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
16 730000 Treasurer/Tax Collector	0	0	0	0	0	0	0	0	0	0
Total Current Allocations	0	0	4,892	0	146,157	507,775	48,136	12,549	202,073	(127,522)
Less: Prior Year Allocations	0	0	7,953	0	118,247	425,364	42,524	16,581	232,580	(49,791)
Carry-Forward	0	0	(3,061)	0	27,910	82,411	5,612	(4,032)	(30,507)	(77,731)
Proposed Costs	\$0	\$0	\$1,831	\$0	\$174,066	\$590,186	\$53,747	\$8,517	\$171,567	\$(205,253)

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Department	515300 Workers Comp Self Ins.	515400 State Unemploye nt Ins.	515505 Employee Benefit	304300 CSA#4 Pajaro Dunes	135461 SC Flood Control Zone 4	135462 SD- FC/WC	133607 SC Septage CSA 12 Gen	133608 SC Septage CSA 12 ZoneA	134910 CSA#11 Park & Rec	136105 CSA 9E
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	19,910	2,303	7,557	4,031	6,373	2,108	(500)	(397)	4,567	136
5 181000 County Administration	4,909	576	5,539	1,216	1,526	498	0	0	1,288	35
6 240000 County Counsel	8,454	0	0	0	0	0	0	0	0	0
7 303000 Communication Technical	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	0	0	0	0	0	0	0	0	0	0
10 334100 Central Purchasing	134	0	134	1,028	358	313	45	0	268	0
11 334200 Central Stores	0	0	0	0	0	0	0	0	0	0
12 431000 Technical Radio Services	0	0	0	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	0	0	0	0	0	0	0	0	0
14 510000 Personnel	0	0	5,963	0	0	0	0	0	0	0
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	0
16 730000 Treasurer/Tax Collector	0	0	0	0	0	0	0	0	0	0
Total Current Allocations	33,408	2,879	19,194	6,275	8,257	2,919	(455)	(397)	6,123	171
Less: Prior Year Allocations	25,469	3,243	19,424	9,256	7,960	3,198	(500)	(427)	7,914	714
Carry-Forward	7,939	(364)	(230)	(2,981)	297	(279)	45	30	(1,791)	(543)
Proposed Costs	\$41,347	\$2,515	\$18,963	\$3,295	\$8,553	\$2,640	\$(411)	\$(366)	\$4,331	\$(373)

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Department	702000 LAFCO	702800 Animal Services Auth.	720000 Transportatio n Comm.	750000 Superior Court	61xxxxx RDA Successor Agency	999999 All Other	2nd Allocation Orphans	Total
1 000001 Bldg Depreciation	\$7,653	\$0	\$0	\$141,311	\$0	\$300,586	\$0	\$3,349,919
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	613,933
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	235,344
4 120000 Auditor-Controller	(1,034)	11,694	0	0	413	38,360	0	3,114,110
5 181000 County Administration	0	35,042	0	0	0	29,516	0	2,825,825
6 240000 County Counsel	(5,160)	59,991	44,933	0	(5,803)	(9,046)	0	1,046,085
7 303000 Communication Technical	0	0	0	0	0	84,175	0	561,164
8 331000 General Services Admin	0	0	0	0	0	0	0	96,381
9 333000 Facilities Management	29,126	(4,181)	0	281,607	0	668,038	0	4,091,764
10 334100 Central Purchasing	45	0	0	0	45	1,792	0	91,114
11 334200 Central Stores	205	377	0	0	491	3,300	0	79,583
12 431000 Technical Radio Services	0	(22)	0	0	0	(2,406)	0	(19,970)
13 490000 Parks, Open Space & Cultural	1,672	0	0	24,835	0	39,769	0	542,467
14 510000 Personnel	0	30,810	0	0	0	0	0	1,246,449
15 515202 General Insurance	0	0	0	0	0	49	0	1,444,878
16 730000 Treasurer/Tax Collector	0	3,352	0	1,063	0	0	0	181,981
Total Current Allocations	32,507	137,063	44,933	448,816	(4,854)	1,154,133	0	19,501,025
Less: Prior Year Allocations	4,756	82,499	26,896	322,883	(1,392)	1,166,894	0	17,244,092
Carry-Forward	27,751	54,564	18,037	125,933	(3,462)	(12,761)	0	1,739,819
Proposed Costs	\$60,257	\$191,626	\$62,970	\$574,748	\$(8,317)	\$1,141,372	\$0	\$21,240,844