

**INTERAGENCY MEMORANDUM OF UNDERSTANDING
BETWEEN
TEHAMA COUNTY DEPARTMENT OF SOCIAL SERVICES
AND TEHAMA COUNTY DISTRICT ATTORNEY'S OFFICE**

This Interagency Memorandum of Understanding is entered into between the Tehama County Department of Social Services, hereafter referred to as DSS and Tehama County District Attorney's Office, hereafter referred to as DA, for the purpose of continuing the ongoing investigation of welfare fraud by the TCDA office - Special Investigations Unit (SIU).

I. WELFARE FRAUD PROGRAM

The Welfare Fraud program is a joint effort between DSS and the DA's SIU staff to investigate any referrals of possible fraud that may arise regarding current recipients of aid as well as applicants for cash aid, Food Stamps, Homeless assistance, or other related welfare programs. Referrals are generated mainly from DSS Eligibility Workers to the SIU Investigators assigned to handle such referrals, but may also be generated from members of the public or other sources. The Welfare Fraud program ensures that federal, state, and county financial resources are used appropriately for eligible recipients by referring any suspected fraudulent applications or ongoing cases that raise suspicion of fraud for timely and thorough investigation. Referrals from DSS to the DA may occur where:

- A. DSS receives a complaint containing facts that allege that a crime involving a public social service program including, but not limited to, fraud, perjury, trafficking or embezzlement may occur.
- B. DSS' staff receives an allegation of fraud with respect to the applicant from any governmental agency.
- C. DSS is made aware of any situation in which the applicant may have forged, may have caused the forgery of, or is using a forgery of, any warrant or where an authorization to participate has been negotiated.

D. DSS is made aware of any situation involving the application that could involve embezzlement, collusion, conspiracy, trafficking, black marketing, or any other general program violation.

1. Welfare Fraud Early Detection And Prevention:

This program is established to create joint effort between DSS intake eligibility workers and DA investigative staff in the early identification of possible fraudulent applications for aid. This can be accomplished through the physical co-location of investigative staff with intake eligibility staff in order to: generate immediate investigative referrals, provide for the timely completion of intake investigations, and encourage prompt feedback from investigative staff to intake personnel.

a. Special Provisions:

- 1) Investigation on Early Fraud referrals shall be completed within 7 working days.
- 2) No intimidation of applicants or recipients shall occur, either by referral for or threat of referral for a fraud investigation.
- 3) Applicants shall not be referred for a fraud investigation until they have completed and signed the application for aid.
- 4) Neither the referral for an investigation nor the investigation itself, shall delay the receipt of aid, including immediate need payments, for eligible applicants and recipients.
- 5) Statistics shall be maintained in accordance with instructions for the DPA 266 in Division 26 of the CDSS' Operations Manual.

b. Fraud Referral Criteria:

DSS intake personnel shall make a referral to the Welfare Fraud Program when there is reason to believe that a person, on behalf of him/herself or others, has done any of the following:

- 1) Knowingly, and with the intent to deceive or defraud, made a false statement or representation to obtain benefits, to obtain a continuance or increase of benefits or to avoid a reduction of benefits.

- 2) Knowingly, and with the intent to defraud, failed to disclose a fact which, if disclosed, could result in a denial, reduction or discontinuance of benefits.
- 3) Accepting benefits knowing he or she was not entitled to those benefits, or accepted any amount of benefits knowing the amount of benefits received was greater than the amount to which he or she was entitled.
- 4) Made any statement that he or she knew not to be true, with reckless disregard of the truth, for the purpose of obtaining, continuing, or avoiding a reduction or denial of benefits.
- 5) Causing an overpayment or over-issuance of benefits based on a failure to report information pertinent to eligibility or benefits.
- 6) The applicant or third party acting on behalf of the applicant will not cooperate in providing necessary verification of information which would affect the applicant's eligibility or the amount of benefits for which the applicant is eligible.

II. RESPONSIBILITIES OF DA.

During the term of this agreement, DA agrees to and shall perform services as follows:

- A. Maintain a qualified Welfare Fraud Investigative staff of three (3) full- time investigators
- B. Abide by the provisions of Division 20 of CDSS Operations Manual in conducting investigations.
- C. Ensure that the Welfare Fraud Investigators continue to wear non-uniformed attire within the DSS office.
- D. Welfare Fraud Investigators continue to represent themselves as employees of the District Attorney office.

- E. Maintain complete records on all fraud investigation and prosecution activities as required for the completion of the entire Fraud Investigation Activity Report (DPA 266), Exhibit C, attached hereto and made part of this document. Complete and submit the report to DSS on or before the 8th working day of the month following the report month. Provide timely response to all inquiries by DSS staff in regard to the completeness and accuracy of the DPA 266.
- F. Close Early Fraud referrals within 7 working days. Close Welfare Fraud referrals within 30 days of referral.
- G. The liaison with DSS on welfare fraud matters will be the Chief Investigator.
- H. Upon the cancellation or failure to renew this agreement between DA and DSS, transfer back to DSS all assets listed in II.G. of the 1985/86 agreement, and any/all other assets purchased subsequent to that agreement for which DSS was billed and received Federal and State reimbursement.
- I. Cooperate in establishing and maintaining a vigorous, viable program of welfare fraud control in Tehama County.
- J. Fully comply with the guidelines as set forth in the Welfare Fraud Early Detection and Prevention section of this agreement.
- K. Be subject to an audit and review for compliance by any agency of the State or Federal government involved in the administration of welfare programs.
- L. Provide appropriate supervision to its staff of Welfare Fraud Investigators.
- M. Ensure that Welfare Fraud Investigators participate in training provided by CDSS, in accordance with MPP Section 20-009.
- N. Consult with DSS on any anticipated budget changes and/or future needs in staffing, support, supplies and equipment no later than December of each year.
- O. Make no alterations to subject premises or any arrangement for computer installation/removal, or general repairs, services and utilities that would obligate DSS for payment of said items outside of annual budget provided to the DA by DSS for maintenance of SIU.

- P. Follow all DSS policies relating to use of its premises and occupancy. DA is to have access to the premises at all times.
- Q. Maintain staff confidentiality when working with clients.
 - 1. Investigators will not reference reporting party when investigating referrals, or make any comments to clients regarding their opinion of such referral.
Investigators will restrict their interactions during investigations to gathering the needed information to determine whether or not a fraud referral can be substantiated or not.
- R. Utilize the C-IV system to receive, follow-up and close out all welfare fraud referrals.
- S. Onsite Presence:
 - 1. The three (3) Welfare Fraud Investigators will maintain one investigator onsite at 310 S. Main Street, at all times during public hours of operations, 8:00 a.m. to 5:00 p.m., including lunch hour, Monday through Friday.
 - 2. The Chief Investigator will be onsite twenty percent of the day to provide supervision of investigators and interact with DSS staff.
 - 3. Investigators will provide an armed presence during business hours to respond to panic alarms and potentially violent situations.
 - 4. Meet monthly with DSS staff to review overdue referrals, issues, policy, regulation changes, and any other concerns.
- T. DA agrees that State and Federal funding is available for salaries and benefits, incidental direct support expenses and indirect support costs of DA personnel performing welfare fraud activities. These costs will be recorded in a separate identifiable accounting unit, and required time studies from DA will be used by DSS to break out expenditures to applicable welfare programs (i.e., cash aid, food stamps, General Assistance, etc.)
 - 1. Time studies must be completed on a continuous basis each day during the quarterly claiming period. Time must be recorded in fifteen (15) minute

increments according to program linkage of the area under investigation. All time studies are to be retained in the DA's files for future audit purposes.

2. DA shall determine appropriate indirect costs in accordance with A-87 requirements.

III. RESPONSIBILITIES OF DSS.

- A. Pursuant to the provisions of Division 20 of the Operations Manual of the California Department of Social Services (CDSS), DSS hereby agrees to refer suspected cases of applicant or recipient fraud to DA for investigation.
- B. To designate a person or persons to be responsible for the computation of overpayments in cases of alleged fraud, ensuring that these computations are completed with a minimum of delay, for the delivery of demand letters in all fraud cases and agrees to undertake all necessary actions to obtain restitution short of court action.
- C. To provide the investigators with timely and complete fraud referrals, utilizing the C-IV computer system, with pertinent information needed to complete the fraud investigation as provided in Division 20 of CDSS Operations Manual.
- D. An Eligibility Worker III within DSS will be responsible for coordinating the referral of all suspected fraud cases to the DA, and for controlling the flow of overpayment computations between the DSS and DA on all matters.
- E. DSS is responsible for ensuring that the Fraud Investigation Activity Report (DPA 266) is fully and accurately completed and submitted to CDSS on or before the 12th working day of the month following the report month. DSS shall review the report for completeness and accuracy prior to submittal.
- F. Meet monthly with the Chief Investigator to review overdue referrals, issues, policy, regulation changes, and any other concerns.

IV. COMPENSATION.

For work satisfactorily performed in accordance with the terms of this Agreement, as determined by County, Contractor shall invoice County at the actual cost incurred in accordance with the budget sheet attached hereto and incorporated herein as Exhibit "B." The Maximum Compensation payable under Agreement shall not exceed \$477,379 for the period of July 1, 2017 through June 30, 2018. Contractor may, with County approval, reallocate funds among each of the major cost categories listed in Exhibit "B," to a maximum of 15% of each part, not to exceed the Maximum Compensation amount set forth above.

Contractor shall not be paid for expenditures beyond the Maximum Compensation amount set forth above, and Contractor agrees that County has no obligation, whatsoever, to pay for any expenditures by Contractor that exceed the Maximum Compensation amount set forth above. Contractor shall have no claim against County for payment of any money or reimbursement, of any kind whatsoever, for any service provided by Contractor after the expiration or other termination of this Contract. Should Contractor receive any such payment it shall immediately notify County and shall immediately repay all such funds to County. Payment by County for services rendered after expiration/termination of this Contract shall not constitute a waiver of County's right to recover such payment from Contractor. This provision shall survive the expiration or other termination of this Contract. Contractor shall not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein.

V. BILLING AND PAYMENT.

Contractor shall submit an invoice for actual expenditures of the services performed. Invoice must clearly show the contract number. Contractor shall also track and submit expenditures by each budget line item, based on each budget submitted by Contractor.

See Exhibit D for sample budget, invoice, and tracking information, attached hereto, and made part of this document.

Delinquent or incomplete monitoring reports will cause a delay in receiving payment from County.

The invoice shall be received within 30 days after service is performed. Any invoices for the month of June during the term of the agreement, must be submitted no later than the

15th of June. County shall make payment within 30 days of receipt of Contractor's statement.

VI. TERM OF AGREEMENT.

This agreement shall be in effect commencing on July 01, 2017 through June 30, 2018, unless terminated in accordance with the provisions of the following Section, VI. entitled Termination Of Agreement and/or Section XIII, Availability Of Funds

VII. TERMINATION OF AGREEMENT.

If DA fails to perform his/her duties to the satisfaction of DSS, or if DA fails to fulfill in a timely and professional manner his/her obligations under this agreement, or if DA violates any of the terms or provisions of this agreement, then DSS shall have the right to terminate this agreement effective immediately upon DSS giving written notice thereof to DA. Either party may terminate this agreement on 30 days' written notice. DSS shall pay DA for all work satisfactorily completed as of the date of notice. Should this agreement be terminated, DA shall provide DSS with all DSS owned equipment, all finished and unfinished reports, data, studies, photographs, charts, and other documents prepared by DA pursuant to this agreement.

VIII. ENTIRE AGREEMENT - MODIFICATION.

This agreement supersedes all previous agreements and constitutes the entire understanding of the parties hereto. DA shall be entitled to no other benefits other than those specified herein. No changes, amendments, or alterations shall be effective unless in writing and signed by both parties. DA specifically acknowledges that in entering into and executing this agreement, DA relies solely upon the provisions contained in this agreement and no others.

IX. INSURANCE.

DSS acknowledges that DA participates in the County of Tehama's program of self-insurance established by the Tehama County Board of Supervisors. DSS further

acknowledges that DA is required to contribute a portion of the funds necessary to operate this program.

X. NON-DISCRIMINATION.

DA shall not employ discriminatory practices in the treatment of persons in relation to the circumstances provided for herein, including assignment of accommodations, employment of personnel, or in any other respect on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, marital status, sex, age, or sexual orientation. DA shall provide services in accordance with Exhibit A, Nondiscrimination Clause, attached hereto and made part of this agreement and Tehama County Sexual Harassment Policy, incorporated by reference.

XI. CONFIDENTIALITY.

The intent of this agreement is for the DA SIU to provide Welfare Fraud Investigations to DSS. However, the following confidentiality rules shall apply:

- A. DA shall require all employees, volunteers, agents, and officers to comply with the provisions of Section 10850 of the Welfare and Institutions Code and Manual of Policies and Procedures (MPP) Division 19, which provide that:
 - 1. All applications and records concerning any individual made or kept by DA shall be confidential and shall not be open to examination for any purpose not directly connected to the administration of this program.
 - 2. No person shall publish, disclose, use, permit or cause to be published or disclosed any list of persons receiving public social services, except as provided by law.
 - 3. No person shall publish, disclose, use, permit or cause to be published, disclosed or used any confidential information pertaining to an applicant or recipient, except as provided by law.
- B. DA shall ensure all employees, volunteers, agents, and officers comply with the above provisions, and shall inform all employees, agents, and officers that any person knowingly and intentionally violating such provisions is guilty of a misdemeanor.

During the term of this agreement, both parties may have access to information that is confidential or proprietary in nature. Both parties agree to preserve the confidentiality of and to not disclose any such information to any third party without the express written consent of the other party or as required by law. This provision shall survive the termination, expiration, or cancellation of the agreement.

Notwithstanding any other provision of this Agreement, DA and DSS shall at all times, comply with their respective obligations as related to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and its implementing regulations; Title 42, Section 2.1 through 2.67-1, Code of Federal Regulations; Confidentiality of Medical Information Act [Part 2.6 (commencing with Section 56)] of Division 1 of the Civil Code; and section 5328 of the Welfare and Institutions Code.

XII. NOTICES.

Any notice required to be given pursuant to the terms and provisions of this agreement shall be in writing and shall be sent first class mail to the following addresses:

If to DSS: Amanda Sharp, Director
Tehama County Department of Social Services
P. O. Box 1515
Red Bluff, CA 96080

If to DA: Gregg Cohen, District Attorney
Tehama County District Attorney's Office
P.O. Box 519
Red Bluff, CA 96080

Notice shall be deemed to be effective two days after mailing.

XIII. DOCUMENT RETENTION AND REPORTING.

DA and DSS agree to retain all documents relevant to this agreement for seven years from the termination of the agreement or until all federal/state audits are complete, whichever is later. Upon request, DA shall make available these records to the County, State, or Federal government representatives.

DA shall develop and maintain records concerning the services provided pursuant to this agreement. DA shall also provide all information necessary for quarterly reports or other reports required by DSS, CDSS or the Federal government. DA shall fully cooperate with DSS in providing any information needed by any governmental entity concerning this agreement.

XIV. AVAILABILITY OF FUNDS.

All funding under this agreement is subject to the availability of Federal, State, and County funds. If at any time during the period covered by this agreement the funding allocations are discontinued or decreased, this agreement shall no longer be binding upon the DSS or the DA, allowing for renegotiation by the parties.

In the event of an audit exception or exceptions, the party responsible for not meeting the program requirement or requirements shall be responsible for the deficiency. In the event of a shared audit exception, the parties shall negotiate individual levels of culpability on a comparative basis.

XV. CONFLICT OF INTEREST.

DA and DA's employees shall have no interest and shall not acquire any interest, direct or indirect, which will conflict in any manner or degree with the performance of services required under this contract.

XVI. MONITORING, VIOLATIONS, BREACHES OF CONTRACT.

DSS may monitor DA's performance to assure compliance with the terms, conditions, and specifications of this agreement.

DA shall develop and make known to recipients the procedure for presenting grievances or complaints regarding services and shall be able to present the procedures for such grievances to DSS at any time.

XVII. MISCELLANEOUS PROVISIONS.

DA will recognize the mandatory standards and policies relating to energy efficiency in the state energy conservation plan. {Title 24, California Administrative Code}.

If the amount of this agreement is in excess of \$10,000.00, DA is required to comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375 and as supplemented in Department of Labor regulations (41 CFR Part 60).

If the amount of this agreement is in excess of \$100,000.00, DA is required to comply with Section 306 of the Clean Air Act (42 USC 1857 (h)), Section 508 of the Clean Water Act (33 USC 1368), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15).

XVIII. LICENSING OR ACCREDITATION.

DA agrees that all assigned welfare fraud investigators shall maintain the appropriate license or accreditation through the life of this contract.

XIX. COMPLIANCE WITH LAWS AND REGULATIONS

All services to be performed by Contractor under to this Agreement shall be performed in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Any change in status, licensure, or ability to perform activities, as set forth herein, must be reported to the County immediately.

XX. LAW AND VENUE


This agreement shall be deemed to be made in, and shall be governed by and construed in accordance with the laws of the State of California (excepting any conflict of laws provisions which would serve to defeat application of California substantive law). Venue for any action arising from this agreement shall be in Tehama County, California.

XXI. AUTHORITY

Each party executing this Agreement and each person executing this Agreement in any representative capacity, hereby fully and completely warrants to all other parties that he or she has full and complete authority to bind the person or entity on whose behalf the signing party is purposing to act.

IN WITNESS WHEREOF, DSS and DA have executed this agreement on the day and year set forth below. Agreement not valid without signatures of authorized representatives from all parties.

TEHAMA COUNTY DEPARTMENT OF SOCIAL SERVICES

Executed at Red Bluff, California, 8/29/17, by ,
Date Amanda Sharp, Director

TEHAMA COUNTY DISTRICT ATTORNEY'S OFFICE

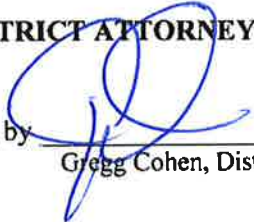
Executed at Red Bluff, California, 8/29/17, by ,
Date Gregg Cohen, District Attorney

EXHIBIT A

NONDISCRIMINATION CLAUSE

The DA agrees to comply with Title VI of the Civil Rights Act of 1964 as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; as amended; the Food Stamp Act of 1977, as amended, and in particular Section 272.6; Title II of the Americans with Disabilities Act of 1990; California Civil Code Section 51 et seq., as amended; California Government Code Section 11135-11139.5, as amended; California Government Code Section 12940 (c), (h) (1), (I), and (j); California Government Code, Section 4450; Title 22, California Code of Regulations Section 98000-98413; the Dymally-Alatorre Bilingual Services Act; Section 1808 Removal of Barriers to Inter Ethnic Adoption Act of 1996 and other applicable federal and state laws, as well as their implementing regulations [including 45 Code of Federal Regulations (CFR) Parts 80, 84, and 91; 7 CFR Part 15; and 28 CFR Part 35], by ensuring that employment practices and the administration of public assistance and social services programs are nondiscriminatory, to the effect that no person shall because of age, sex, color disability, national origin, race, marital status, religion or political affiliation be excluded from participation in or be denied the benefits of, or be otherwise subject to discrimination under any program or activity receiving federal or state financial assistance; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement. THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal and state assistance; and HEREBY GIVES ASSURANCE THAT administrative methods/procedures which have the effect of subjecting individuals to discrimination or defeating the objectives of the California Department of Social Services (CDSS) Manual of Policies and Procedures (MPP) Chapter 21, will be prohibited. By ACCEPTING THE ASSURANCE, the DA agrees to compile data, maintain records and submit reports as required, to permit effective enforcement of the aforementioned laws, rules and regulations and permit authorized CDSS and /or federal government personnel, during normal working hours, to review such records, books and accounts as needed to ascertain compliance. If there are any violations of this assurance, CDSS shall have the right to invoke fiscal sanctions or other legal remedies in accordance with Welfare and Institutions Code Section 10605, or Government Code Section 11135-11139.5, or any other laws, or the issue may be referred to the appropriate federal agency for further compliance action and enforcement of this assurance. This ASSURANCE is binding on the DA directly or through contract, license, or other provider services, as long as it receives federal or state assistance.

Please attach a separate budget sheet for each year, or if more space is needed

VENDOR NAME	PROGRAM CONTACT PERSON	FISCAL CONTACT PERSON
Tehama County District Attorney	Chief Inv. Eric Clay	Theresia Sweeney
ADDRESS	TELEPHONE NUMBER	TELEPHONE NUMBER
P.O. Box 519	530-529-3590	530-527-3053
CITY, STATE, ZIP	FAX	FAX
Red Bluff, CA 96080	530-529-6724	530-527-4735

DIRECT COSTS:				COLUMN A	COLUMN B	COLUMN C
				<i>(A = B + C)</i>	<i>FUNDING SOURCE OF COLUMN A</i>	
SALARIES	ANNUAL SALARY	% TIME (FTE)	TOTAL BUDGET		MATCH FUNDS <i>(if needed)</i>	TCDSS FUNDS
SALARIES (Chief Inv. 0.4 FTE/Inv. 1.0 FTE/OA II 0.75 FTE for 12 mths.)	\$ 149,835	2.15	\$ 149,835			\$ 149,835
BENEFITS/FRINGE						
Overtime	\$ 1,000	1.4 FTE	\$ 1,000			\$ 1,000
Pay in Lieu/Misc. Payouts	\$ -		\$ -			\$ -
Unfunded PERS Safety	\$ 18,476		\$ 18,476			\$ 18,476
Unfunded PERS Misc.	\$ 2,192		\$ 2,192			\$ 2,192
PERS	\$ 21,048	2.15 FTE	\$ 21,048			\$ 21,048
OASDI	\$ 11,665	2.15 FTE	\$ 11,665			\$ 11,665
Group Ins.	\$ 36,988	2.15 FTE	\$ 36,988			\$ 36,988
Unempl. Ins.	\$ 609	2.15 FTE	\$ 609			\$ 609
WC	\$ 3,527	2.15 FTE	\$ 3,527			\$ 3,527
Match Deferred Comp	\$ 384	2.15 FTE	\$ 384			\$ 384
TOTAL DIRECT SALARIES & BENEFITS			\$ 245,724			\$ 245,724

OPERATING	QUANTITY	AMOUNT	TOTAL BUDGET	MATCH FUNDS <i>(if needed)</i>	TCDSS FUNDS
Communications		\$ 3,667	\$ 3,667		\$ 3,667
Insurance		\$ 2,263	\$ 2,263		\$ 2,263
Maintenance of Equip.		\$ 6,000	\$ 6,000		\$ 6,000
Membership/Dues		\$ 189	\$ 189		\$ 189
Office Expense		\$ 1,000	\$ 1,000		\$ 1,000
Professional Serv. Exp.		\$ -	\$ -		\$ -
Spec. Dept. Expense		\$ 1,000	\$ 1,000		\$ 1,000
Travel Expense		\$ 419	\$ 419		\$ 419
Transportation Expense		\$ 5,000	\$ 5,000		\$ 5,000
Internal Assets		\$ -	\$ -		\$ -
TOTAL DIRECT OPERATING COSTS			\$ 19,538		\$ 19,538

INDIRECT COSTS:					
SALARIES	ANNUAL SALARY	% TIME (FTE)	TOTAL BUDGET	MATCH FUNDS <i>(if needed)</i>	TCDSS FUNDS
DA/OH Administration (DDA 8%/ADA 4%/OM III 8%)			\$ 19,325		\$ 19,325
BENEFITS/FRINGE					
PERS			\$ 2,844.00		\$ 2,844.00

OASDI			\$ 1,147.00		\$ 1,147.00
Insurance			\$ 2,344.00		\$ 2,344.00
Unempl. Insurance			\$ 97.00		\$ 97.00
TOTAL INDIRECT SALARIES & BENEFITS			\$ 25,757.00		\$ 25,757.00
OPERATING	QUANTITY	AMOUNT	TOTAL BUDGET	MATCH FUNDS (if needed)	TCDSS FUNDS
TOTAL INDIRECT OPERATING COSTS					
TOTAL OF COMPLETE BUDGET			\$ 291,019	\$	\$ 291,019

IF YOU ARE A "FOR PROFIT" AGENCY,
Please Enter Amount of Profit Here

\$ _____

budget form ver.4 6-15-09

EXHIBIT B ONE YEAR BUDGET

EARLY FRAUD

BUDGET START DATE:

7/1/2017

BUDGET END DATE:

6/30/2018

Please attach a separate budget sheet for each year, or if more space is needed

VENDOR NAME Tehama County District Attorney	PROGRAM CONTACT PERSON Chief Inv. Eric Clay	FISCAL CONTACT PERSON Theresia Sweeney
ADDRESS P.O. Box 519	TELEPHONE NUMBER 530-529-3590	TELEPHONE NUMBER 530-527-3053
CITY, STATE, ZIP Red Bluff, CA 96080	FAX 530-529-6724	FAX 530-527-4735

DIRECT COSTS:				COLUMN A	COLUMN B	COLUMN C
				(A = B + C)	FUNDING SOURCE OF COLUMN A	
SALARIES	ANNUAL SALARY	% TIME (FTE)	TOTAL BUDGET	MATCH FUNDS (if needed)	TCDSS FUNDS	
SALARIES (Chief Inv. 0.2 FTE/Inv. 1.0 FTE/OA II 0.25 FTE for 12 mths.)	\$ 109,066	1.45 FTE	\$ 109,066		\$ 109,066	
BENEFITS/FRINGE						
Overtime	\$ 500	1.2 FTE	\$ 500		\$ 500	
Pay in Lieu/Miscl. Payouts	\$ -		\$ -		\$ -	
Unfunded PERS Safety	\$ 14,841		\$ 14,841		\$ 14,841	
Unfunded PERS Miscl.	\$ 731		\$ 731		\$ 731	
PERS	\$ 16,036	1.45 FTE	\$ 16,036		\$ 16,036	
OASDI	\$ 8,397	1.45 FTE	\$ 8,397		\$ 8,397	
Group Ins.	\$ 7,742	1.45 FTE	\$ 7,742		\$ 7,742	
Unempl. Ins.	\$ 438	1.45 FTE	\$ 438		\$ 438	
WC	\$ 1,368	1.45 FTE	\$ 1,368		\$ 1,368	
Match Deferred Comp	\$ 192	1.45 FTE	\$ 192		\$ 192	
TOTAL DIRECT SALARIES & BENEFITS			\$ 159,311		\$ 159,311	

OPERATING	QUANTITY	AMOUNT	TOTAL BUDGET	MATCH FUNDS (if needed)	TCDSS FUNDS
Communications		\$ 1,800	\$ 1,800		\$ 1,800
Insurance		\$ 775	\$ 775		\$ 775
Maintenance of Equip.		\$ 4,349	\$ 4,349		\$ 4,349
Membership/Dues		\$ 30	\$ 30		\$ 30
Office Expense		\$ 500	\$ 500		\$ 500
Professional Serv. Exp.		\$ -	\$ -		\$ -
Spec. Dept. Expense		\$ 1,000	\$ 1,000		\$ 1,000
Travel Expense		\$ 477	\$ 477		\$ 477
Transportation Expense		\$ 2,664	\$ 2,664		\$ 2,664
Internal Assets		\$ -	\$ -		\$ -
TOTAL DIRECT OPERATING COSTS			\$ 11,595		\$ 11,595

INDIRECT COSTS:					
SALARIES	ANNUAL SALARY	% TIME (FTE)	TOTAL BUDGET	MATCH FUNDS (if needed)	TCDSS FUNDS
DA/OH Administration (DDA 8%/ADA 4%/OM III 8%)			\$ 11,697		\$ 11,697
BENEFITS/FRINGE					
PERS			\$ 1,623.00		\$ 1,623.00

OASDI			\$ 683.00		\$ 683.00
Insurance			\$ 1,406.00		\$ 1,406.00
Unempl. Insurance			\$ 45.00		\$ 45.00
TOTAL INDIRECT SALARIES & BENEFITS			\$ 15,454.00		\$ 15,454.00
OPERATING	QUANTITY	AMOUNT	TOTAL BUDGET	MATCH FUNDS (if needed)	TCDSS FUNDS
TOTAL INDIRECT OPERATING COSTS					
TOTAL OF COMPLETE BUDGET			\$ 186,360	\$	\$ 186,360

IF YOU ARE A "FOR PROFIT" AGENCY,
Please Enter Amount of Profit Here

\$ _____

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