



BETTY T. YEE
California State Controller

**NEGOTIATION AGREEMENT
COUNTYWIDE COST ALLOCATION PLAN**

**County of Santa Cruz
Santa Cruz, California**

**Date: September 12, 2019
Filing Ref: SCR20**

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 **2019-20**. 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 **2017-18**, and as estimated costs for fiscal year **2019-20** on a "fixed with carry-forward" basis. These costs may be included as part of the county departments' costs indicated effective **July 1, 2019**, 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 | 13. Information Services (ISF) |
| 2. Auditor-Controller | 14. Public Works (ISF) |
| 3. County Administration | 15. Service Center (ISF) |
| 4. County Counsel | 16. Risk Management (ISF) |
| 5. General Services | 17. Dental and Health Insurance (ISF) |
| 6. Facilities Management | 18. Liability and Property Insurance (ISF) |
| 7. Central Purchasing | 19. Workers' Compensation Insurance (ISF) |
| 8. Central Services | 20. Employee Benefit Staffing (ISF) |
| 9. Central Stores | 21. State Unemployment Insurance Program (ISF) |
| 10. Technical Radio Services | |
| 11. Personnel | |
| 12. 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 2019-20 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

**SANDEEP SINGH, Manager
Local Government Policy Section
Local Govt Programs & Services Division**

Name
Auditor-Controller-Treasurer-Tax Collector

Title

9-13-2019

9-18-2019

Date

Date

**Negotiated by Kirsten Ford
Telephone (916) 327-9496**

cc: State and Federal Agencies

Attachment: Summary Schedule

County of Santa Cruz, California
2 CFR Part 200 Cost Plan for Use in FY 2019-2020

FY 2017-2018
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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	185000 Homeless Coordinator
1 000001 Bldg Depreciation	\$13,515	\$0	\$0	\$14,933	\$6,444	\$5,243	\$633	\$437	\$338	\$0
2 000002 Equipment Depreciation	2,907	6,960	0	0	0	3,469	0	0	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	17,577	2,370	13,210	1,279	25,345	21,845	6,071	5,171	5,316	3,736
5 181000 County Administration	18,376	2,354	11,609	1,148	26,804	23,798	4,740	4,323	311,516	2,008
6 240000 County Counsel	9,429	0	0	0	50,082	255,336	2,701	332	83,343	0
7 303100 Communications-911	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	38,933	0	0	20,028	94,377	75,813	8,008	4,495	3,478	0
10 334100 Central Purchasing	391	348	652	130	435	348	391	87	217	0
11 334200 Central Stores	58	0	0	17	148	45	3,653	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	13,275	4,719	3,840	463	320	248	0
14 510000 Personnel	17,057	2,132	10,661	1,066	24,520	21,322	4,264	3,198	4,264	0
15 515202 General Insurance	22,659	0	0	51	17,908	34,101	0	0	0	0
16 730000 Treasurer/Tax Collector	1,551	0	0	0	0	0	0	0	0	0
Total Current Allocations	142,453	14,165	36,132	51,929	250,781	445,159	30,925	18,363	408,721	5,744
Less: Prior Year Allocations	219,792	12,494	32,111	46,012	327,998	447,688	261,624	26,620	0	0
Carry-Forward	(77,339)	1,671	4,021	5,917	(77,217)	(2,529)	(230,699)	(8,257)	0	0
Proposed Costs	\$65,114	\$15,836	\$40,154	\$57,845	\$173,565	\$442,629	\$(199,774)	\$10,106	\$408,721	\$5,744

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Department	214000 Clerk-Elections	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 Environmental Health
1 000001 Bldg Depreciation	\$4,263	\$4,245	\$0	\$13,438	\$0	\$0	\$243	\$10,609	\$(35,653)	\$(6,382)
2 000002 Equipment Depreciation	48,507	6,236	0	690	0	0	0	0	0	2,569
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	378,603	0	0
4 120000 Auditor-Controller	38,855	30,478	52,687	198,725	4,268	17,419	968	142,135	3,274	39,539
5 181000 County Administration	41,588	10,576	53,660	118,791	2,728	2,768	51	0	2,086	41,169
6 240000 County Counsel	38,426	0	2,653	16,678	0	0	18,573	293,573	20,753	13,883
7 303100 Communications-911	0	0	0	0	35,918	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	30,541	(10,820)	0	0	0	0
9 333000 Facilities Management	122,010	51,710	7,940	180,171	6,523	0	3,862	244,065	27,933	63,191
10 334100 Central Purchasing	1,739	522	1,391	2,826	522	3,696	43	0	0	826
11 334200 Central Stores	130	2,139	0	1,043	80	(107)	3	10,927	0	0
12 431000 Technical Radio Services	0	0	0	(9,482)	(2,677)	0	0	0	0	(1,256)
13 490000 Parks, Open Space & Cultural	3,122	3,109	0	9,842	0	0	178	156,298	3,046	3,489
14 510000 Personnel	29,850	9,595	47,974	99,146	2,132	0	0	0	0	36,247
15 515202 General Insurance	39,133	1,742	32,501	110,471	7,048	0	0	0	0	0
16 730000 Treasurer/Tax Collector	0	0	0	0	0	0	0	0	0	14
Total Current Allocations	367,625	120,352	198,807	682,340	87,082	12,956	23,921	1,236,210	21,439	193,289
Less: Prior Year Allocations	330,328	127,843	193,727	853,588	125,066	7,442	23,756	483,333	19,502	143,394
Carry-Forward	37,297	(7,491)	5,080	(171,248)	(37,984)	5,514	165	752,877	1,937	49,895
Proposed Costs	\$404,921	\$112,862	\$203,887	\$511,092	\$49,099	\$18,469	\$24,085	\$1,989,087	\$23,377	\$243,184

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Department	3601 Agency and Admin Support Svcs	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
1 000001 Bldg Depreciation	\$0	\$(17,228)	\$(51,560)	\$0	\$10,691	\$0	\$0	\$0	\$0	\$0
2 000002 Equipment Depreciation	20,726	38,427	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	47,675	154,581	93,671	0	387,110	10,630	20,002	0	0	9,419
5 181000 County Administration	36,630	162,460	104,285	0	302,127	17,994	7,970	0	0	2,168
6 240000 County Counsel	0	0	0	0	0	0	0	0	0	0
7 303100 Communications-911	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	2,174	7,550	5,783	0	3,957	576	174	0	0	1,218
11 334200 Central Stores	0	0	0	0	0	0	0	0	0	0
12 431000 Technical Radio Services	0	0	(1,726)	0	0	0	0	0	0	0
13 490000 Parks, Open Space & Cultural	0	30,950	13,778	0	30,683	0	0	0	0	0
14 510000 Personnel	(529,401)	146,053	94,881	0	228,142	23,454	3,198	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	(422,196)	522,795	259,112	0	962,709	52,653	31,344	0	0	12,804
Less: Prior Year Allocations	(402,051)	453,980	256,169	0	793,521	49,986	14,150	0	0	4,948
Carry-Forward	(20,145)	68,815	2,943	0	169,188	2,667	17,194	0	0	7,856
Proposed Costs	\$(442,340)	\$591,610	\$262,055	\$0	\$1,131,897	\$55,320	\$48,538	\$0	\$0	\$20,660

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Department	391700 HRA - Participant	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
1 000001 Bldg Depreciation	\$0	\$56,710	\$0	\$0	\$0	\$0	\$0	\$0	\$13,732	\$38,284
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	13,974	13,601
3 131215 Cert Debt Svc Interest	0	204,149	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	0	578,892	4,116	0	526	4,794	2,006	1,356	75,785	43,959
5 181000 County Administration	0	564,906	0	0	34	4,541	0	295	74,944	45,916
6 240000 County Counsel	0	355,183	0	0	0	0	0	15,162	102,995	0
7 303100 Communications-911	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	200,666	0	0	0	0	0	59,581	188,586	46,835
10 334100 Central Purchasing	0	9,522	0	0	0	391	0	43	1,187	1,652
11 334200 Central Stores	0	22,722	0	0	0	42	0	0	793	2,120
12 431000 Technical Radio Services	0	(812)	0	0	0	0	0	0	0	(4,669)
13 490000 Parks, Open Space & Cultural	0	128,501	0	0	0	0	0	0	10,057	51,131
14 510000 Personnel	0	172,987	0	0	0	4,264	0	0	67,163	44,775
15 515202 General Insurance	0	0	0	0	0	0	0	0	0	48,287
16 730000 Treasurer/Tax Collector	0	2,682	0	0	0	0	0	0	70	0
Total Current Allocations	0	2,296,109	4,116	0	560	14,033	2,006	76,437	549,285	331,892
Less: Prior Year Allocations	0	1,719,993	5,284	0	693	10,370	751	8,724	510,782	332,301
Carry-Forward	0	576,116	(1,168)	0	(133)	3,663	1,255	67,713	38,503	(409)
Proposed Costs	\$0	\$2,872,225	\$2,948	\$0	\$427	\$17,696	\$3,261	\$144,150	\$587,788	\$331,483

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Department	574000 Probation	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
1 000001 Bldg Depreciation	\$41,624	\$0	\$0	\$0	\$13,177	\$1,120,562	\$0	\$300,758	\$0	\$0
2 000002 Equipment Depreciation	2,287	0	0	0	0	370,627	0	64,826	0	0
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	0	0
4 120000 Auditor-Controller	148,260	75	264	52,120	424,585	285,018	155	219,712	30,785	0
5 181000 County Administration	113,174	0	0	12,009	306,187	230,361	40	184,378	35,238	0
6 240000 County Counsel	78,842	0	0	179,019	(41,343)	85,570	0	0	0	0
7 303100 Communications-911	0	0	0	0	0	574,691	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	0	0	0	0	0
9 333000 Facilities Management	233,562	0	0	0	162,172	15,700	0	498,593	0	0
10 334100 Central Purchasing	4,609	0	0	43	20,378	8,536	0	6,305	130	0
11 334200 Central Stores	0	0	0	0	6,298	2,621	0	25,819	0	0
12 431000 Technical Radio Services	(48)	0	0	0	(56,433)	(127,922)	0	0	0	0
13 490000 Parks, Open Space & Cultural	50,914	0	0	0	9,650	145	0	59,960	0	0
14 510000 Personnel	98,080	0	0	0	259,058	180,168	0	153,516	31,982	0
15 515202 General Insurance	29,690	0	0	0	0	508,139	0	645,148	0	0
16 730000 Treasurer/Tax Collector	72,740	0	0	111,356	756	38,335	0	0	0	0
Total Current Allocations	873,735	75	264	354,547	1,104,484	3,292,551	195	2,159,015	98,136	0
Less: Prior Year Allocations	735,241	158	323	380,527	1,302,292	2,986,038	109	2,511,398	74,142	0
Carry-Forward	138,494	(83)	(59)	(25,980)	(197,808)	306,513	86	(352,383)	23,994	0
Proposed Costs	\$1,012,229	\$(7)	\$204	\$328,567	\$906,675	\$3,599,064	\$282	\$1,806,633	\$122,130	\$0

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Department	131855 County Library	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.
1 000001 Bldg Depreciation	\$0	\$0	\$0	\$0	\$0	\$0	\$10,851	\$1,902	\$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	20,916	0	0	3,381	0	16,797	100,126	4,265	10,034	12,708
5 181000 County Administration	51,827	0	0	1,904	0	6,696	68,746	2,470	2,411	10,463
6 240000 County Counsel	0	0	0	(11,559)	0	0	4,785	0	0	0
7 303100 Communications-911	0	0	0	0	0	0	0	0	0	0
8 331000 General Services Admin	0	0	0	0	0	7,657	0	0	0	0
9 333000 Facilities Management	0	0	0	0	0	65,807	142,461	22,979	0	153,574
10 334100 Central Purchasing	0	0	0	0	0	3,479	2,694	696	0	332
11 334200 Central Stores	0	0	0	0	0	2,972	803	0	0	496
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	7,947	1,393	0	0
14 510000 Personnel	0	0	0	0	0	5,330	53,304	2,132	0	8,529
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	72,744	0	0	(6,275)	0	108,738	391,718	35,835	12,445	186,101
Less: Prior Year Allocations	99,472	0	0	5,751	0	144,938	621,269	45,932	12,458	163,267
Carry-Forward	(26,728)	0	0	(12,026)	0	(36,200)	(229,551)	(10,097)	(13)	22,834
Proposed Costs	\$46,015	\$0	\$0	\$(18,300)	\$0	\$72,539	\$162,168	\$25,738	\$12,432	\$208,936

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Department	515200 Liab. & Property Ins.	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
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	19,031	19,574	2,483	7,078	4,003	4,125	2,349	0	47	4,610
5 181000 County Administration	4,539	4,877	833	5,295	1,287	954	542	0	0	1,319
6 240000 County Counsel	(233,811)	(3,248)	0	0	0	0	0	0	0	0
7 303100 Communications-911	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	217	261	0	217	652	435	435	0	0	130
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	0	4,264	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	(210,024)	21,484	3,117	16,855	5,943	5,514	3,326	0	47	6,059
Less: Prior Year Allocations	(155,013)	19,256	3,044	14,811	7,779	8,829	2,550	(500)	(434)	7,132
Carry-Forward	(55,011)	2,208	73	2,044	(1,836)	(3,315)	776	500	481	(1,073)
Proposed Costs	\$(265,035)	\$23,673	\$3,189	\$18,898	\$4,107	\$2,199	\$4,102	\$500	\$528	\$4,987

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Department	136105 CSA 9E	702000 LAFCO	702800 Animal Services Auth.	720000 Transportatio n Comm.	750000 Superior Court	61xxxx RDA Successor Agency	999999 All Other	2nd Allocation Orphans	Total
1 000001 Bldg Depreciation	\$0	\$2,198	\$0	\$0	\$90,240	\$0	\$227,337	\$0	\$1,891,584
2 000002 Equipment Depreciation	0	0	0	0	0	0	0	0	595,807
3 131215 Cert Debt Svc Interest	0	0	0	0	0	0	0	0	582,752
4 120000 Auditor-Controller	167	(1,132)	13,776	0	0	330	8,625	0	3,419,059
5 181000 County Administration	43	0	25,355	0	0	0	2,473	0	3,077,585
6 240000 County Counsel	0	(605)	35,962	57,189	0	5,896	94,570	0	1,530,369
7 303100 Communications-911	0	0	0	0	0	0	107,754	0	718,363
8 331000 General Services Admin	0	0	0	0	0	0	0	0	27,379
9 333000 Facilities Management	0	26,092	1,177	0	296,292	0	766,235	0	3,832,850
10 334100 Central Purchasing	0	43	0	0	0	43	5,174	0	103,606
11 334200 Central Stores	0	180	497	0	0	536	1,406	0	85,441
12 431000 Technical Radio Services	0	0	0	0	0	0	(21,714)	0	(226,739)
13 490000 Parks, Open Space & Cultural	0	1,610	0	0	26,137	0	67,891	0	692,692
14 510000 Personnel	0	0	33,049	0	0	0	0	0	1,398,359
15 515202 General Insurance	0	0	0	0	0	0	51	0	1,496,929
16 730000 Treasurer/Tax Collector	0	0	3,737	0	1,221	0	0	0	232,463
Total Current Allocations	211	28,385	113,553	57,189	413,891	6,806	1,259,803	0	19,458,499
Less: Prior Year Allocations	547	35,993	123,900	31,717	389,831	3,010	1,265,150	0	18,282,836
Carry-Forward	(336)	(7,608)	(10,347)	25,472	24,060	3,796	(5,347)	0	761,198
Proposed Costs	\$(125)	\$20,777	\$103,206	\$82,661	\$437,950	\$10,602	\$1,254,455	\$0	\$20,219,698