

6. Indirect Cost Rate and Cost Allocation Plan

 X A. A **current** federally approved Negotiated Indirect Cost Rate Agreement (NICRA) or current federally approved Cost Allocation Plan (CAP) has been provided – copy attached. Regarding only the NICRA:

- (1) Indirect Rate approved: 9.12 %
- (2) Type of Indirect Cost Rate: Predetermined (i.e. Provisional/Predetermined/Fixed)
- (3) Allocation Base: See ICR Agreement
- (4) Current period applicable to rate: 07/01/2014 to 06/30/2016

Estimated Indirect Costs are shown on the SF-424A budget form. If a new NICRA is issued during the life of the grant, it must be provided to DOL within 30 days of issuance. Funds may be re-budgeted as necessary between direct and indirect costs consistent with institutional requirements and DOL regulations for prior approval, however the total amount of grant award funding will not be increased. Any budget changes impacting the Statement of Work and agreed upon outcomes or deliverables require a request for modification and prior approval from the Grant Officer.

STATE AND LOCAL GOVERNMENTS RATE AGREEMENT

EIN: 57-63000286

DATE: 07/09/2014

ORGANIZATION:

South Carolina Lt. Governor's Office
1205 Pendleton St., Suite 529
Columbia, SC 29201

FILING REF.: The preceding
agreement was dated
02/11/2013

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES: FIXED FINAL PROV. (PROVISIONAL) PRED. (PREDETERMINED)

EFFECTIVE PERIOD

<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>	<u>APPLICABLE TO</u>
PRED.	07/01/2014	06/30/2015	9.12	On Site	All Programs
PROV.	07/01/2015	06/30/2016	9.12	On Site	All Programs

*BASE

Direct salaries and wages including all fringe benefits.

ORGANIZATION: South Carolina Lt. Governor's Office

AGREEMENT DATE: 7/9/2014

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

Equipment Definition -

Equipment means article of nonexpendable, tangible personal property having a useful life of more than 1 year and an acquisition cost of \$5,000 or more per unit.

Fringe Benefits -

FICA

Worker's Compensation
Unemployment Insurance
Health Insurance
Life Insurance

NEXT PROPOSAL DUE DATE:

A proposal based on actual costs for fiscal year ending 06/30/2014 is due by 12/31/2014.

RECEIVED
JUL 15 2014
OFFICE OF THE
COMPTROLLER

ORGANIZATION: South Carolina Lt. Governor's Office

AGREEMENT DATE: 7/9/2014

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowances.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-87, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations set forth above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allowable to these programs.

BY THE INSTITUTION:

South Carolina Lt. Governor's Office

(INSTITUTION)

(SIGNATURE)

(NAME)

(TITLE)

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(OFFICE)

(SIGNATURE)

Aarif Kurim

(NAME)

Director, Cost Allocation Services

(TITLE)

7/9/2014

(DATE) 7637

OMB REPRESENTATIVE: Jill Wilson

Telephone: (214) 767-3261

SCSEP LIMITED COMPETITION GRANT MODIFICATION
South Carolina Lieutenant Governor's Office on Aging

Scope of Work

The Lieutenant Governor's Office on Aging (LGOA) will offer computer skills classes to participants currently active in the SCSEP in South Carolina. The counties involved are the 16 counties currently being served by the regular SCSEP: Anderson, Cherokee, Greenville, Pickens, Spartanburg, Lexington, Richland, Kershaw, Sumter, Georgetown, Horry, Chesterfield, Darlington, Dillon, Florence and Marion. *(Please see map attached)*

Training will be implemented in classroom settings at the technical education system, adult education center, one stops and other convenient locations.

The computer training will be implemented primarily through partnerships with adult education and the technical education systems.

The state program manager will communicate with participants about the training as well as staff from Experience Works. The state program manager will establish the training venues and time schedule. This information will be shared with the Experience Works staff. Experience Works staff will notify host agencies concerning any absences during the computer training. Several sessions will be held. It is anticipated 30 hours of basic computer skills training will be provided, less hours for intermediate and advance training.

Experience Works will pay the participants for the training and input training data for the limited competitive grant program.

The 12 certificate programs will be administered by Goodwill Industries and only be offered to participants in Anderson, Cherokee, Greenville, Pickens, Spartanburg, Lexington and Richland Counties.

The cost will remain the same, therefore, a budget modification isn't necessary.

WORK PLAN-REVISED

Start Date	Activity and Description	Responsible Party	Completion Date
6/12/14	Develop Limited Competition program package (PPEP). The package will consist of, but not be limited to concepts, goals, objectives, proposed activities and data collection	State Program Manager	7/15/14
7/8/14	Develop and distribute orientation agenda and PPEP Package	State Program Manager	7/30/14
8/15/14	Present PPEP at orientations	State program Manager	*Completed 8/30/14
8/15/14	Sub-grantee develop action plan for PPEP. Action plan will include but not be limited to the following, staff person assigned to PPEP, participation schedule for computer classes, participants identified to participate in the "Quick Jobs" certificate program, cost, time frame, participants interest, goals	Sub-grantee (Goodwill Industries)	9/30,2014
9/30/14	PPEP Action Plan reviewed	State Program Manager	9/ 30/ 2014

9/30/14	PPEP Action Plan approved	State Program Manager	9/30/14
10-16-14	Computer classes begin	Sub-grantee/State Program manager	On-going
10/15/14	Participants begin registering for certificate program	Sub-grantee	On-going
10/30/14	Monitoring activities for PPEP. The activity will include but not be limited to the following; visiting classrooms, surveying participants to monitor progress, attendance, reviewing time sheets	State Program Manager, Sub-grantee	Ongoing
11/10/14	Progress Reports every 2 months	State Program Manager Sub-grantee	On-going
2/4/2015	Program evaluation and analysis (6 month period)		2/28/15
7/30/15	Final Report	State program Manger/Sub-grantee	8/30/15

