



MULTNOMAH COUNTY, OREGON

**INDIRECT COST RATES
and
COUNTYWIDE COST ALLOCATION PLAN**

FOR THE FISCAL YEAR ENDING JUNE 30, 2009

(Based on the Year Ending June 30, 2007)

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The rates contained in this document are applicable to grants in existence during the fiscal year beginning July 1, 2008 and ending June 30, 2009.

Questions regarding the contents of the proposal should be directed to Cara Fitzpatrick.

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INDIRECT COST RATES

EXPLANATION OF THE INDIRECT COST RATES

The Federal government recognizes that County Organizations incur identifiable overhead costs in support of grants and contracts.

Costs are categorized in two ways. The first establishes support costs internal to individual departments within the County and the other identifies countywide support costs.

Central Service Cost Allocation: The Central Service Cost Allocation Plan identifies and distributes the cost of services provided by County support organizations (i.e., Budget, Auditor) to those County departments (Health, Sheriff, etc.) awarded grants or contracts as a flat county-wide central service rate.

Departmental Indirect Cost Rates: Each department has a rate based on departmental administrative costs incurred within the organization. Only costs not charged directly to grants are included in the departmental rates.

Combined Indirect Cost Rates: These are the indirect rates that each department may charge to grants.

NOTE: In fiscal year 2005 and 2006 the County implemented a Shared Service Organization (County Business Services (CBS)) where the costs for Human Resources, Labor Relations, Affirmative Action along with Finance functions for Accounts Payable, Payroll, SAP Support, and Purchasing and Contracts were included in a County Business Services internal service fund and not part of the Central Indirect Cost Allocation Plan. In fiscal year 2007 management reorganized and the shared service organization no longer exists. The costs from CBS are now accounted for in the general fund and included in the calculation for the County's Central Service Indirect Cost Rate.

2008-2009 SUMMARY OF OMB A-87 INDIRECT COST RATES**MULTNOMAH COUNTY****RATES AS CALCULATED (USE FOR ALL GRANTS)**

Grantee	Page #	Combined Indirect Cost Rates	Departmental Indirect Cost Rates	Central Service Indirect Cost Rate
County Human Services	3	3.80%	1.73%	2.07%
Community Justice	5	7.40%	5.33%	2.07%
Health Services	7	8.37%	6.30%	2.07%
District Attorney	9	5.38%	3.31%	2.07%
Sheriff's Office	11	6.54%	4.47%	2.07%
Community Services	13	3.70%	1.63%	2.07%
Other County	15	2.07%	0.00%	2.07%
Library Services	17	2.07%	0.00%	2.07%

COMPUTATION OF INDIRECT COST RATE

COUNTY HUMAN SERVICES

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ 2,868,681	\$ -	\$ 2,868,681
All Other	1,855,256	860,540	215,892,939	218,608,735
Totals	\$ 1,855,256	\$ 3,729,221	\$ 215,892,939	\$ 221,477,416

RATE CALCULATION

Departmental

Indirect	<u>\$ 3,729,223</u>	=	1.73%
All Other	\$ 215,892,937		

Central Services

Indirect	<u>\$ 16,035,352</u>	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

3.80%

DETAIL OF DEPARTMENTAL INDIRECT

COUNTY HUMAN SERVICES

Total actual allowable admin Personal Services: \$ 3,485,856

Total actual allowable admin Materials & Services: \$ 680,204

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
9006	Administrative Analyst	\$ 113,202	\$ 22,089	\$ 135,291	\$ -
6054	Administrative Assistant	14,985	2,924	-	17,909
6005	Administrative Secretary	10,290	2,008	-	12,298
6026	Budget Analyst	92,942	18,136	111,078	-
6015	Contract Specialist	366,580	71,532	438,112	-
6011	Contract Technician	32,849	6,410	-	39,259
9610	Department Director 1	313,846	61,241	375,087	-
9613	Department Director 2	50,403	9,835	60,238	-
9336	Finance Manager	50,317	9,819	60,136	-
6029	Finance Specialist 1	244,819	47,772	-	292,591
6030	Finance Specialist 2	368,634	71,933	440,567	-
6032	Finance Specialist Sr	70,553	13,767	84,320	-
9670	Human Resources Analyst 2	70,288	13,716	84,004	-
9748	Human Resources Analyst Sr	52,941	10,331	63,272	-
9715	Human Resources Manager 1	95,357	18,607	113,964	-
9621	Human Resources Manager 2	17,719	3,457	21,176	-
6101	Human Resources Technician	48,676	9,498	-	58,174
6001	Office Assistant 2	141,843	27,678	-	169,521
6002	Office Assistant Sr	124,532	24,300	-	148,832
6021	Program Development Spec	73,537	14,350	87,887	-
6088	Program Development Spec Sr	89,767	17,517	107,284	-
9615	Program Manager 1	62,222	12,141	74,363	-
9360	Program Manager 2	65,741	12,828	78,569	-
9362	Program Manager Sr	157,659	30,764	188,423	-
9361	Program Supervisor	53,812	10,501	64,313	-
9116	Public Affairs Coordinator	1,233	241	1,474	-
6085	Research/Eval Analyst 1	102,044	19,912	-	121,956
6086	Research/Eval Analyst 2	94,423	18,425	112,848	-
9043	Research/Eval Analyst Sr NR	139,127	27,148	166,275	-
	Total	\$ 3,120,341	\$ 608,880	\$ 2,868,681	\$ 860,540
		\$3,729,221		\$3,729,221	

COMPUTATION OF INDIRECT COST RATE

COMMUNITY JUSTICE

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ 2,986,531	\$ -	\$ 2,986,531
All Other	1,677,177	704,366	69,213,174	71,594,717
Totals	\$ 1,677,177	\$ 3,690,897	\$ 69,213,174	\$ 74,581,248

RATE CALCULATION

Departmental

Indirect	\$ 3,690,897	=	5.33%
All Other	\$ 69,213,174		

Central Services

Indirect	\$ 16,035,352	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

7.40%

DETAIL OF DEPARTMENTAL INDIRECT

COMMUNITY JUSTICE

Total actual allowable admin Personal Services: \$ 3,558,780

Total actual allowable admin Materials & Services: \$ 1,041,028

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
6054	Administrative Assistant	\$ 68,030	\$ 19,901	\$ -	\$ 87,931
6005	Administrative Secretary	53,409	15,624	-	69,033
6026	Budget Analyst	186,858	54,661	241,519	-
6015	Contract Specialist	207,552	60,714	268,266	-
6073	Data Analyst	5,630	1,647	-	7,277
9610	Department Director 1	198,449	58,051	256,500	-
6029	Finance Specialist 1	196,600	57,510	-	254,110
6030	Finance Specialist 2	72,661	21,255	93,916	-
6032	Finance Specialist Sr	83,178	24,332	107,510	-
9335	Finance Supervisor	71,014	20,773	91,787	-
9080	Human Resources Analyst 1	132,149	38,657	170,806	-
9670	Human Resources Analyst 2	76,702	22,437	99,139	-
9748	Human Resources Analyst Sr	211,625	61,906	273,531	-
9621	Human Resources Manager 2	124,966	36,555	161,521	-
6001	Office Assistant 2	61,209	17,905	-	79,114
6002	Office Assistant Sr	46,984	13,744	-	60,728
6112	Procurement Analyst	69,897	20,446	-	90,343
6021	Program Development Spec	160,097	46,832	206,929	-
6020	Program Development Tech	36,131	10,569	-	46,700
9360	Program Manager 2	137,782	40,304	178,086	-
9362	Program Manager Sr	390,517	114,236	504,753	-
6085	Research/Eval Analyst 1	7,063	2,066	-	9,129
6086	Research/Eval Analyst 2	142,605	41,716	184,321	-
9041	Research/Eval Supervisor	114,465	33,483	147,948	-
	Total	\$ 2,855,573	\$ 835,324	\$ 2,986,531	\$ 704,366
		\$3,690,897		\$3,690,897	

COMPUTATION OF INDIRECT COST RATE

HEALTH SERVICES

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ 4,746,067	\$ -	\$ 4,746,067
All Other	4,506,352	2,227,299	110,737,291	117,470,942
Totals	\$ 4,506,352	\$ 6,973,366	\$ 110,737,291	\$ 122,217,009

RATE CALCULATION

Departmental

Indirect	<u>\$ 6,973,366</u>	=	6.30%
All Other	\$ 110,737,291		

Central Services

Indirect	<u>\$ 16,035,352</u>	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

8.37%

DETAIL OF DEPARTMENTAL INDIRECT**HEALTH SERVICES**

Total actual allowable admin Personal Services: \$ 6,216,345

Total actual allowable admin Materials & Services: \$ 1,519,307

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
6054	Administrative Assistant	\$ 69,289	\$ 16,934	\$ -	\$ 86,223
6005	Administrative Secretary	325,524	79,560	-	405,084
6026	Budget Analyst	9,823	2,401	12,224	-
6112	Procurement Analyst	142,043	34,716	-	176,759
6015	Contract Specialist	200,580	49,023	249,603	-
9613	Department Director 2	197,500	48,270	245,770	-
6029	Finance Specialist 1	291,279	71,190	-	362,469
6030	Finance Specialist 2	331,373	80,989	412,362	-
9335	Finance Supervisor	532,802	130,219	663,021	-
6027	Finance Technician	615,149	150,346	-	765,495
9692	Health Operations Supervisor	80,857	19,762	-	100,619
9698	Health Services Development Adm	205,060	50,118	255,178	-
9695	Health Services Manager Sr	34,556	8,446	43,002	-
9080	Human Resources Analyst 1	161,200	39,398	200,598	-
9670	Human Resources Analyst 2	165,188	40,373	205,561	-
9748	Human Resources Analyst Sr	203,116	49,643	252,759	-
9715	Human Resources Manager 1	60,465	14,778	75,243	-
9621	Human Resources Manager 2	132,000	32,262	164,262	-
6101	Human Resources Technician	62,434	15,259	-	77,693
6001	Office Assistant 2	99,463	24,309	-	123,772
6002	Office Assistant Sr	72,484	17,716	-	90,200
9798	Principal Investigator	14,442	3,530	17,972	-
7232	Production/Graphic Design	41,487	10,139	51,626	-
6200	Program Comm & Web Spec	76,200	18,624	94,824	-
6020	Program Development Tech	28,169	6,885	-	35,054
9615	Program Manager 1	247,404	60,467	307,871	-
9360	Program Manager 2	136,891	33,457	170,348	-
9362	Program Manager Sr	455,611	111,354	566,965	-
9361	Program Supervisor	214,727	52,480	267,207	-
6086	Research/Eval Analyst 2	190,795	46,631	237,426	-
6087	Research/Eval Analyst Sr	85,760	20,961	106,721	-
9041	Research/Eval Supervisor	116,943	28,582	145,525	-
8000	Temporary Worker	3,159	772	-	3,931
	Total	\$ 5,603,774	\$ 1,369,592	\$ 4,746,067	\$ 2,227,299
		\$6,973,366		\$6,973,366	

COMPUTATION OF INDIRECT COST RATE

DISTRICT ATTORNEY

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ 594,493	\$ -	\$ 594,493
All Other	231,796	147,139	22,400,644	22,779,579
Totals	\$ 231,796	\$ 741,632	\$ 22,400,644	\$ 23,374,072

RATE CALCULATION

Departmental

Indirect	\$ 741,632	=	3.31%
All Other	\$ 22,400,644		

Central Services

Indirect	\$ 16,035,352	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

5.38%

DETAIL OF DEPARTMENTAL INDIRECT

DISTRICT ATTORNEY

Total actual allowable admin Personal Services: \$ 799,060

Total actual allowable admin Materials & Services: \$ 112,223

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
9450	Chief Deputy DA	\$ 214,965	\$ 30,190	\$ 245,155	\$ -
6029	Finance Specialist 1	60,280	8,466	-	68,746
6030	Finance Specialist 2	77,467	10,880	88,347	-
9452	IT Manager 1	117,769	16,540	134,309	-
6112	Procurement Analyst	68,739	9,654	-	78,393
9360	Program Manager 2	111,081	15,601	126,682	-
	Total	\$ 650,301	\$ 91,331	\$ 594,493	\$ 147,139
		\$741,632		\$741,632	

COMPUTATION OF INDIRECT COST RATE

SHERIFF'S OFFICE

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ 3,350,178	\$ -	\$ 3,350,178
All Other	1,025,196	1,095,579	99,387,896	101,508,671
Totals	\$ 1,025,196	\$ 4,445,757	\$ 99,387,896	\$ 104,858,849

RATE CALCULATION

Departmental

Indirect	\$ 4,445,757	=	4.47%
All Other	\$ 99,387,896		

Central Services

Indirect	\$ 16,035,352	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

6.54%

DETAIL OF DEPARTMENTAL INDIRECT

SHERIFF'S OFFICE

Total actual allowable admin Personal Services: \$ 10,699,147

Total actual allowable admin Materials & Services: \$ 1,258,398

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
6033	Administrative Analyst	\$ 90,953	\$ 10,698	\$ 101,651	\$ -
9005	Administrative Analyst Sr	117,633	13,836	131,469	-
6005	Administrative Secretary	82,550	9,709	-	92,259
9627	Captain	234,293	27,557	261,850	-
9625	Chief Deputy	327,542	38,524	366,066	-
2029	Corrections Officer	60,638	7,132	-	67,770
4055	Corrections Sergeant	280,788	33,025	-	313,813
2025	Deputy Sheriff	22,822	2,684	-	25,506
9460	Executive Assistant	131,882	15,511	147,393	-
6029	Finance Specialist 1	144,964	17,050	-	162,014
6032	Finance Specialist Sr	85,638	10,072	95,710	-
6027	Finance Technician	161,521	18,998	-	180,519
6102	Human Resources Analyst 1	75,061	8,829	83,890	-
9080	Human Resources Analyst 1	61,321	7,212	68,533	-
9670	Human Resources Analyst 2	76,290	8,973	85,263	-
9621	Human Resources Manager 2	118,543	13,943	132,486	-
9452	IT Manager 1	125,234	14,730	139,964	-
9451	IT Supervisor	110,784	13,030	123,814	-
9705	Lieutenant	278,462	32,752	311,214	-
9647	Lieutenant/Corrections	279,997	32,932	312,929	-
9710	Management Assistant	101,791	11,972	113,763	-
6001	Office Assistant 2	158,466	18,638	-	177,104
6002	Office Assistant Sr	48,017	5,648	-	53,665
6111	Procurement Analyst Sr	79,556	9,357	88,913	-
9360	Program Manager 2	274,355	32,269	306,624	-
9362	Program Manager Sr	159,847	18,801	178,648	-
9043	Research/Eval Analyst Sr NR	268,427	31,571	299,998	-
2005	Sergeant	20,516	2,413	-	22,929
	Total	\$ 3,977,890	\$ 467,866	\$ 3,350,178	\$ 1,095,579
		\$4,445,757		\$4,445,757	

COMPUTATION OF INDIRECT COST RATE

COMMUNITY SERVICES

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ 787,336	\$ -	\$ 787,336
All Other	23,623,640	661	48,282,646	71,906,947
Totals	\$ 23,623,640	\$ 787,997	\$ 48,282,646	\$ 72,694,283

RATE CALCULATION

Departmental

Indirect	\$ <u>787,997</u>	=	1.63%
All Other	\$ 48,282,646		

Central Services

Indirect	\$ <u>16,035,352</u>	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

3.70%

DETAIL OF DEPARTMENTAL INDIRECT

COMMUNITY SERVICES

Total actual allowable admin Personal Services: \$ 592,550

Total actual allowable admin Materials & Services: \$ 195,448

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
9006	Administrative Analyst	\$ 84,915	\$ 28,008	\$ 112,923	\$ -
9610	Department Director 1	177,932	58,690	236,622	-
6029	Finance Specialist 1	497	164	-	661
9335	Finance Supervisor	480	158	638	-
9748	Human Resources Analyst Sr	90,880	29,976	120,856	-
9621	Human Resources Manager 2	59,882	19,752	79,634	-
9710	Management Assistant	99,950	32,968	132,918	-
6022	Program Coordinator	1,303	430	1,733	-
9615	Program Manager 1	2,432	802	3,234	-
9360	Program Manager 2	44,967	14,831	59,798	-
9362	Program Manager Sr	29,312	9,668	38,980	-
	Total	\$ 592,550	\$ 195,447	\$ 787,336	\$ 661
		\$787,997		\$787,997	

COMPUTATION OF INDIRECT COST RATE

OTHER COUNTY *

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ -	\$ -	\$ -
All Other	81,909,274	-	211,800,965	293,710,239
Totals	\$ 81,909,274	\$ -	\$ 211,800,965	\$ 293,710,239

RATE CALCULATION

Departmental

Indirect *	\$ -	=	0.00%
All Other	\$ 211,800,965		

Central Services

Indirect	\$ 16,035,352	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

2.07%

* All Other County departmental indirect costs are charged directly

DETAIL OF DEPARTMENTAL INDIRECT

OTHER COUNTY *

Total actual allowable admin Personal Services: \$ -

Total actual allowable admin Materials & Services: \$ -

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
	Total	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -

* All Other County departmental indirect costs are charged directly

COMPUTATION OF INDIRECT COST RATE

LIBRARY SERVICES *

ORGANIZATIONAL COST CATEGORIES

Organizational Units	Not Allowable	Indirect	All Other	Total
Administration & Planning	\$ -	\$ -	\$ -	\$ -
All Other	7,044,863	-	42,403,218	49,448,081
Totals	\$ 7,044,863	\$ -	\$ 42,403,218	\$ 49,448,081

RATE CALCULATION

Departmental

Indirect *	\$ -	=	0.00%
All Other	\$ 42,403,218		

Central Services

Indirect	\$ 16,035,352	=	2.07%
All Other	\$ 773,127,605		

Combined Rate

2.07%

* All Library departmental indirect costs are reimbursed by the General Fund

DETAIL OF DEPARTMENTAL INDIRECT

LIBRARY SERVICES *

Total actual allowable admin Personal Services: \$ -

Total actual allowable admin Materials & Services: \$ -

Job Number	Position Description	Personal Services	Materials & Services	Admin & Planning	All Other
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -

* All Library departmental indirect costs are reimbursed by the General Fund

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**CONSOLIDATED COUNTYWIDE
COST ALLOCATION PLAN**

SUMMARY OF CENTRAL SERVICE ALLOCATION

MULTNOMAH COUNTY

Central Service	Total
Auditor	\$ 452,705
Budget Services	1,285,786
* Finance	12,599,810
* Human Resources	6,019,154
Equipment Use	6,098,897
Over/Under ISF Charges	(10,421,000)
Total Allocation	\$ 16,035,352

Central Service Costs	\$ 16,035,352	= 2.07%
Departmental Allowable Costs	\$773,127,605	

* Denotes a division or a part of a division of the Central Service allocation that was included in the County Business Services Internal Service Fund for fiscal years 2005 and 2006. County Business Services returned to the General Fund in fiscal year 2007, and those functions are included in the Central Services Indirect rate starting fiscal year 2008.

AUDITOR

DESCRIPTION OF SERVICES

The Auditor conducts performance and fiscal audits in conformance with the US GAO Government Auditing Standards. The annual audit schedule is based upon a risk analysis of County services, with the majority of office resources focused on performance audits to increase efficiency, effectiveness, and accountability. Activities of the Auditor may include examination of expenditure reports for discrepancies or variances, reviews of internal controls, and testing transactions for compliance with state and federal regulations.

In keeping with the standards, the Auditor emphasizes a coordinated audit approach with the external auditors, and with state and federal agencies. County audits are complementary and never duplicate the audit efforts of the other organizations. The Auditor's efforts help insure that County financial and administrative policies are being followed throughout the organization, including federal programs and are, therefore, deemed allowable.

Normal costs of County government have been eliminated from the allocation.

AUDITOR

ACTUAL EXPENDITURES FY 2007

Expenditure Category	Total Cost	Not Allowable	Allowable
Personal Services	\$ 761,509	\$ 361,223	\$ 400,286
Material & Services	213,462	139,799	73,663
Capital Outlay	-	-	-
Organization Total	\$ 974,971	\$ 501,022	\$ 473,949

CENTRAL SERVICE ROLL FORWARD COMPUTATION

	Actual FY 2005	Actual FY 2007	Roll Fwd Adjustment	Fixed FY 2009
Allowable Costs	\$ 495,193	\$ 473,949	\$ (21,244)	\$ 452,705

BUDGET SERVICES

DESCRIPTION OF SERVICES

Budget Services is responsible for preparation of the County's budget and the monitoring of the budget once adopted. Included among the division's activities is the review of County programs to ensure compliance with local budget law in addition to independent evaluations of County programs, policies, and initiatives in various service areas.

Since all grant programs must comply with local budget law and Budget Services provides oversight necessary for the successful operation of federal programs, the Budget Services allocation is deemed allowable.

Normal costs of County government have been eliminated from the allocation.

BUDGET SERVICES

ACTUAL EXPENDITURES FY 2007

Expenditure Category	Total Cost	Not Allowable	Allowable
Personal Services	\$ 1,074,291	\$ 256,702	\$ 817,589
Material & Services	291,665	69,693	221,972
Capital Outlay	-	-	-
Organization Total	\$ 1,365,956	\$ 326,395	\$ 1,039,561

CENTRAL SERVICE ROLL FORWARD COMPUTATION

	Actual FY 2005	Actual FY 2007	Roll Fwd Adjustment	Fixed FY 2009
Allowable Costs	\$ 793,336	\$ 1,039,561	\$ 246,225	\$ 1,285,786

DESCRIPTION OF SERVICES

In fiscal years 2005 and 2006 the County Business Services Fund (an internal service fund) directly charged County Departments for the costs of Accounts Payable, Payroll, SAP Support, and Purchasing and Contracts. In fiscal year 2007 the cost of these functions returned to the general fund and is again included in the Central Services Indirect rate.

The Finance Division is responsible for assuring that the County's financial activities are accurately reflected in the accounting records and that the County's cash is properly managed.

Activities of this organization include providing administrative support for federal grants, performing centralized payroll functions, paying vendors, and providing Countywide SAP support. Accounting and Treasury perform banking services and manage County cash; Purchasing and Contracts provides central purchasing and supply services to all County organizations, procuring all supplies, materials, equipment, labor, and contractual services for the performance of professional, technical, or expert services. In addition, Purchasing and Contracts oversees the solicitation and processing of bids for services and products of a specialized nature needed by the County.

Purchasing and Contracts directly benefits federal programs to the extent that it procures supplies and services for use in those programs; Accounting and Treasury services are deemed necessary for the successful conduct of federal programs and are, therefore, also allowable.

The portion of Finance considered normal cost of County government has been eliminated from this allocation.

FINANCE *

ACTUAL EXPENDITURES FY 2007

Expenditure Category	Total Cost	Not Allowable	Allowable
Personal Services	\$ 5,152,466	\$ 104,206	\$ 5,048,260
Material & Services	2,566,137	341,618	2,224,519
Capital Outlay	36,421	36,421	-
Organization Total	\$ 7,755,024	\$ 482,245	\$ 7,272,779

CENTRAL SERVICE ROLL FORWARD COMPUTATION

	Actual FY 2005	Actual FY 2007	Roll Fwd Adjustment	Fixed FY 2009
Allowable Costs	\$ 1,945,748	\$ 7,272,779	\$ 5,327,031	\$ 12,599,810

* Accounts Payable, Payroll, Purchasing, and SAP Support all moved to the County Business Services Fund in fiscal year 2005, so were not a part of the Central Services Indirect rate for fiscal years 2006 and 2007. The County Business Services Fund was used only for fiscal years 2005 and 2006; those functions returned to the General Fund in fiscal year 2007, and were included in the Central Services Indirect rate starting fiscal year 2008. The fiscal year 2009 Central Services rate shows large roll forward adjustments to account for the functions that were not included in the fiscal year 2007 rate.

HUMAN RESOURCES

DESCRIPTION OF SERVICES

In fiscal years 2005 and 2006, the County Business Services Fund (an internal service fund) directly charged County Departments for the costs of Human Resources. In fiscal year 2007 the cost of Human Resources returned to the general fund and is again included in the Central Services Indirect rate.

The Human Resources Division is responsible for classification of County positions, overall County personnel policy administration, and maintenance of personnel records. Affirmative Action assures that Multnomah County conforms to regulatory requirements for monitoring, reporting, planning and implementing programs and strategies that provide creative solutions to workforce and service program diversity. The Labor Relations Division is responsible for negotiating and administering labor contracts, representing the County in civil service hearings and advising managers on disciplinary action.

Human Resources utilizes various communication media to advertise for suitable candidates, in addition to directly contacting prospective candidates. Examinations are conducted, administered, and scored by Human Resources. Reliability and validation studies of tests are undertaken regularly.

Human Resources classifies all job positions in the County as to educational and experience requirements together with on-job performance duties and maintains personnel history records reflecting data pertaining to employees' work.

The Affirmative Action program helps assure compliance with various equal opportunity laws. The need for such services has increased due to new federal regulations, equal opportunity and ADA requirements contained in federal grant regulations and ongoing interpretation of regulatory requirements.

Labor Relations directly benefits grant programs through its work with employees and managers within those programs.

The variety of personnel services performed by Human Resources, Affirmative Action, and Labor Relations are judged allowable since the services benefit all organizations of the County. They benefit federal programs to the extent that County employees are used to carry out program activities.

HUMAN RESOURCES *

ACTUAL EXPENDITURES FY 2007

Expenditure Category	Total Cost	Not Allowable	Allowable
Personal Services	\$ 2,174,312	\$ -	\$ 2,174,312
Material & Services	835,281	16	835,265
Capital Outlay	-	-	-
Organization Total	\$ 3,009,593	\$ 16	\$ 3,009,577

CENTRAL SERVICE ROLL FORWARD COMPUTATION

	Actual FY 2005	Actual FY 2007	Roll Fwd Adjustment	Fixed FY 2009
Allowable Costs	\$ -	\$ 3,009,577	\$ 3,009,577	\$ 6,019,154

* Human Resources, Affirmative Action, and Labor Relations all moved to the County Business Services Fund in fiscal year 2005, so were not a part of the Central Services Indirect rate for fiscal years 2006 and 2007. The County Business Services Fund was used only for fiscal years 2005 and 2006; those functions returned to the General Fund in fiscal year 2007, and were included in the Central Services Indirect rate starting fiscal year 2008. The fiscal year 2009 Central Services rate shows large roll forward adjustments to account for the functions that were not included in the fiscal year 2007 rate.

EQUIPMENT USE

DESCRIPTION OF SERVICES

Multnomah County has no depreciation schedule for equipment. As per the Office of Management and Budget (OMB) circular A-87, the County allocates 6.67% of each department's equipment as a use charge. The charges are based on purchase price of all equipment used, according to the County's asset records. Equipment purchased with grant funds is not included in the total cost of equipment.

EQUIPMENT USE

ACTUAL EXPENDITURES FY 2007

	Total Cost	Not Allowable	Allowable
Equipment Use	\$ 124,638,429	\$ 36,189,391	\$ 88,449,038

ALLOCATION OF ALLOWABLE COSTS

	Basis of Allocation	Rate *	Allocation
Allowable Use	\$ 88,449,038	6.67%	\$ 5,899,551

CENTRAL SERVICE ROLL FORWARD COMPUTATION

	Actual FY 2005	Actual FY 2007	Roll Fwd Adjustment	Fixed FY 2009
Allowable Use	\$5,700,205	\$ 5,899,551	\$ 199,346	\$ 6,098,897

* Rate is the flat % rate as established and approved by the Federal government.

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APPENDICES



DEPARTMENT OF HEALTH & HUMAN SERVICES

Office of the
Regional Director

Region X
MS RX-04
2201 Sixth Avenue
Seattle, WA 98121

March 9, 1990

Ben Buisman
Financial Systems Manager
Department of General Services
Multnomah County
1430 Portland Building
1120 S.W. Fifth Avenue
Portland, Oregon 97204

Dear Mr. Buisman:

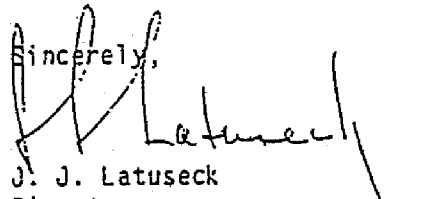
As the cognizant Federal Agency, this is to inform you that pursuant to the Office of Management and Budget Circular A-87, Attachment A, Section J.5.a., current and future central services cost allocation plans and departmental/divisional indirect cost proposals will not have to be submitted for review by this office.

You are advised, however, that central services cost allocation plans and departmental/divisional indirect cost proposals must be prepared in accordance with the appropriate Federal cost principles and be available as of the time a claim is made against a Federal award. The documentation in support of the claim must be retained for a period of three years.

This policy will remain in effect until advised otherwise by this office or a newly designated cognizant Federal Agency.

We remain available to answer technical questions or otherwise provide information consistent with the functions of this office.
Thank you for your cooperation.

Sincerely,


J. J. Latuseck
Director
Division of Cost Allocation


CERTIFICATE OF INDIRECT COSTS

This is to certify that I have reviewed the indirect cost rate proposal submitted herewith and to the best of my knowledge and belief:

1. All costs included in this proposal for the fiscal year ended June 30, 2007 to establish billing or final indirect cost rates for the fiscal year July 1, 2008 through June 30, 2009 are allowable in accordance with the requirements of the Federal award to which they apply and OMB Circular A-87, "Cost Principles for State and Local Governments." Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

2. All costs included in this proposal are properly allocable to the Federal awards on the basis of a beneficial or causal relationship between expenses incurred and the agreements to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently and the Federal Government will be notified of any accounting changes that would affect the predetermined rate.

I declare that the foregoing is true and correct.

Government Unit:	Multnomah County
Signature:	
Name of Official:	Mindy L Harris
Title:	Chief Financial Officer
Date of Execution:	December 28, 2007

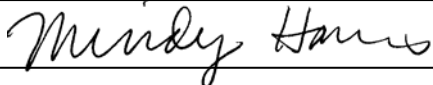
CERTIFICATE OF COST ALLOCATION PLAN

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

1. All costs included in this proposal for the fiscal year ended June 30, 2007 to establish cost allocations or billings for the fiscal year July 1, 2008 through June 30, 2009 are allowable in accordance with the requirements of OMB Circular A-87, "Cost Principles for State and Local Governments," and the Federal award to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.

2. All costs included in this proposal are properly allocable to the Federal awards on the basis of a beneficial or causal relationship between expenses incurred and the awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Government Unit:	Multnomah County
Signature:	
Name of Official:	Mindy L Harris
Title:	Chief Financial Officer
Date of Execution:	December 28, 2007