State of Vermont

AGENCY OF HUMAN SERVICES

OFFICE OF THE SECRETARY
103 South Main Street
Waterbury, Vermont 05671-0204

December 29, 2010

Mr. Robert Aaronson
Director, Division of Cost Allocation
Department of Health and Human Services
26 Federal Plaza, Room 41-122
New York, NY 10278

Dear Mr. Aaronson:

Below you will find various amendment notifications for cost allocation plans within the Vermont Agency of Human Services. These updates are effective October 1, 2010.

Agency of Human Services Central Office (AHSCO)

The Agency of Human Services Central Office (AHSCO) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept Name	Allocation Method
14000.1	AHS Field Services	Results of Field Services Time Studies
41616.1	HCR-CMS 4201 (HIT)	Direct to HCR-CMS 4201
41617.1	HCR-ONC 3013 (HIE)	Direct to HCR-ONC 3013
41073.1	Member Card Replacement 90/10	Direct to Member card replacement
41612.1	MMIS-IV&V	Direct to IV & V
41613.1	MMIS-DDI (development)	Direct to MMIS DDI
41614.1	VIEWS-IV & V	Direct to VIEWS-IV & V
41074.1	MMIS-IV&V Member Card Replacement Operating 50/50	Direct to Member card replacement
37185.1	High Risk Pool	Misc. Grants and Contracts

The Agency of Human Services Central Office (AHSCO) has updated a program codes appearing in VISION data. While this program code has been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept Name	Allocation Method
88888.1	AAG's Office - DCF	Result of Legal Time Study
88888.6	AAG's Office - DAIL	Result of Legal Time Study
88888.3	AAG's Office - VDH	Result of Legal Time Study
88888.4	AAG's Office - AHS	Result of Legal Time Study
88888.5	AAG's Office - DVHA	Result of Legal Time Study
88888.2	AAG's Office - DAIL	Result of Legal Time Study

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Plan Dept.	Plan Dept. Name	Allocation Method
88888.7	AAG's Office - DMH	Result of Legal Time Study
37001.1	Human Resources Director and Staff	Number of Staff Across AHS
37000.1	Personnel Administrators & Personnel Assistants	Number of Staff Across AHS
37010.1	Staff Accountant-AHS-Operations Financial Staff	Salary and benefit costs for the staff accountant are allocated based on the percentages derived from the quarterly allocation of salaries and benefits for all Central Office staff.
37030.1	Budget Services Unit	Results of Budget Services Unit Time Study
37013.1	Medicaid Unit	Direct to ~~Medicaid Administration~~ DVHA
41499.1	MOVE-IAPD	Direct to MOVE
41607.1	VIEWS-MOVE-IAPD	Direct to VIEWS-MOVE
41608.1	5010-MOVE-IAPD	Direct to 5010-MOVE
37964.1	Committee for National and Community Services-PDAT grant	Direct to Committee for National and Community Services
37963.1	Committee for National and Community Services-Disability grant	Direct to Committee for National and Community Services
37962.1	Committee for National and Community Services-Formula grant	Direct to Committee for National and Community Services
37961.1	Committee for National and Community Services-Competitive grant	Direct to Committee for National and Community Services
37966.1	Committee for National and Community Services-funds from Vermont Health Dept in form of Memorandum of Understanding	Direct to Committee for National and Community Services
37967.1	Committee for National and Community Services-American Recovery and Reinvestment Act	Direct to Committee for National and Community Services
37968.1	Committee for National and Community Services-American Recovery and Reinvestment Act	Direct to Committee for National and Community Services
42016.1	Health Care Administration	Direct to DVHA.
37700.1	Health Care Administration	Direct to DVHA
37709.1	Other Grants	Misc. Grants and Contracts
41002.1	Service Coordination	Results of Field Staff Time Study
41003.1	Direct Service Dollars	Results of Field Staff Time Study

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

The Agency of Human Services Central Office (AHSCO) has deleted program codes previously appearing in VISION data. While these program codes have been lined-through in the narrative and highlighted in red, we have included a chart below:

Plan Dept	Plan Dept Name	Allocation Method
1700.1	AHS Administrative Management Fund	Direct to AHS Administrative Management Fund
1800.1	Secretary's Office Indirect Cost Plan	Number of Staff Across AHS
22222.1	Equipment Usage	Cost is allocated to be the same as the staff person receiving that piece of equipment.
37012.1	Chief Auditor	Results of the Audit Unit Time Study
37075.1	Bennington DO move	Results of AHS Computer Services Time Study
37710.1	Health Care Program	Based on percentage of units provided under Global Commitment, Choices for care, SCHIP and all other related programs
37715.1	ARRA Health Care Program	Based on percentage of units provided under Global Commitment, Choices for care, SCHIP and all other related programs
37405.1	Attorney General Civil Litigation	Direct to Admin Fund
37410.1	AHS Net	Direct to Administrative Funds

Department for Children and Families (DCF)

The Department for Children and Families (DCF) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept	Plan Dept Name	Allocation Method
41073	Member card Replacement (personnel & HP Contract) DCF $4,500 gross	90% Title XIX, 10% State
41419	RU Lund – PNMI/SA LUND GC Cost	Direct to G/C
41618	SOA Infrastructure Components (BUS, Workflow, Rules)	90% Title XIX 10% State
40400	FSD Act 1	Direct to State Funded

The Department for Children and Families (DCF) has updated program codes appearing in VISION data. While this program code has been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept	Plan Dept Name	Allocation Method
38210	~~Northeast Regional Office – R1~~ OCS Regional Director and Staff	Direct to Title IV-D
41310	RU - Employment Training	Direct to Food Stamp Employment and Training (cost matched by the State at 50%)
41336	Food Stamp E&T 100% Match	Direct to Employment & Training (This code is used for cost where the 50% match is paid by an entity other than the State)

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

The Department for Children and Families (DCF) has deleted program codes previously appearing in VISION data. While these program codes have been lined-through in the narrative and highlighted in red, we have included a chart below:

Plan Dept.	Plan Dept Name	Allocation Method
41613	MMIS – DDI (development)	Direct to MMIS and VIEWS
38220	Northwest Regional Office – R2	Direct to Title IV-D
38230	Central Regional Office – R3	Direct to Title IV-D
38240	Southeast Regional Office – R4	Direct to Title IV-D
38250	Southwest Regional Office – R5	Direct to Title IV-D

Department of Disabilities, Aging and Independent Living

The Department of Disabilities, Aging and Independent Living (DAIL) has identified new program codes appearing in VISION data. While these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept Name	Allocation Method
41618	SOA Infrastructure Components	Direct to SOA
39610	Autism Grant	Direct to Autism Grant
41820	Civil Monetary Funds	Direct to Civil Monetary Funds
43971	ADRC – Options Counseling	Direct to ADRC – Options Counseling
43765	Voc Rehab Quality Training Grant	Direct to VR Quality Training Grant

Department of Vermont Health Access (DVHA)

The Department of Vermont Health Access (DVHA) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept.	Plan Dept Name	Allocation Method
1013.1	CMS HIT 4201 P-APD	Approved P-ADP
1014.1	ONC HIT 3013	Approved P-ADP
1015.1	SOA Infrastructure Components (BUS, Workflow, Rules)	Per approved IAPD
1016.1	OCIIO - SPEG - ACA Exchanges	Approved P-ADP
41090	SPMP	Direct to GC
41618	SOA Infrastructure Components (BUS, Workflow, Rules)	Direct to SOA Infrastructure IAPD
41619	OCIIO - SPEG - ACA Exchanges	Direct to OCIIO Exchange grant
41622	CHIPRA - Maine	Direct to Maine CHIPRA grant
41623	NCCI APD –	Direct to NCCI APD
41624	NCCI APD -	Direct to NCCI APD

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Vermont Department of Health (VDH)

The Vermont Department of Health (VDH) has identified new program codes appearing in VISION data. While all these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept	Plan Dept Name	Allocation Method
41618	CMS-IAPD-Infrastructure	Direct to CMS-IAPD-Infrastructure
39610	Autism	Direct to Autism

Department of Mental Health

The Department of Mental Health (DMH) has identified new program codes appearing in VISION data. While these program codes have been added to the narrative and highlighted in red, we have included a chart of these additions below:

Plan Dept	Plan Dept Name	Allocation Method
41618	SOA Infrastructure Components (BUS, Workflow, Rules)	90% Title XIX 10% State
42774	MH Transformation Grant	Direct to MH Transformation Grant

The Department of Mental Health (DMH) has updated a program code appearing in VISION data. While all this program code has been updated in the narrative and highlighted in red, we have included a chart below:

Plan Dept	Plan Dept Name	Allocation Method
42772	MH System Improvement Chief	Allocated to Child Trauma, COSIG, Jail Diversion, and Youth In ~~and~~ Transition grants based on ~~number of sub-grantees~~ bi-weekly Personnel Activity Report

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Cost Impact Assessment

Category 1 – Programs in this category are administrative allocations used to accurately reflect costs to federal benefiting programs across AHS. Overall there will be no federal effect with these new programs.
Category 2 - Programs in this category are used to identify new grants 100% federally funded.
Category 3 – Programs in this category are new or have been updated but have no adverse federal impact.
Category 4 – Program codes being moved from one Planned Department category to another with no changes in funding.
Category 5 – Updates in this category do have an adverse affect on federal funding.
Category 6 – Updates in narrative wording only with no change in the actual allocation method.
Category 7 – Deleted program. Program has expired or been terminated.

Note: All other program code changes identified in red on the CAP narrative are narrative updates only and have no impact on funding.

Agency of Human Services Central Office (AHSCO)
The Agency of Human Services Central Office (AHSCO) has made two changes to the Cost Allocation Plan this quarter.
Category 3 – Programs in this category are new or have been updated but have no adverse federal impact.

- 88888.1AAG's Office - DCF
- 88888.6AAG's Office - DAIL
- 88888.3AAG's Office - VDH
- 88888.4AAG's Office - AHS
- 88888.5AAG's Office - DVHA
- 88888.2AAG's Office - DAIL
- 88888.7AAG's Office - DMH
- 37001.1Human Resources Director and Staff
- 37000.1Personnel Administrators & Personnel Assistants
- 37010.1Staff Accountant-AHS- Operations Financial Staff
- 37030.1Budget Services Unit
- 37013.1Medicaid Unit
- 41499.1MOVE-IAPD
- 41607.1VIEWS-MOVE-IAPD
- 41608.15010-MOVE-IAPD
- 37964.1Committee for National and Community Services-PDAT grant
- 37963.1Committee for National and Community Services-Disability grant
- 37962.1Committee for National and Community Services-Formula grant
- 37961.1Committee for National and Community Services-Competitive grant
- 37966.1Committee for National and Community Services-funds from Vermont Health Dept in form of Memorandum of Understanding
- 37967.1Committee for National and Community Services-American Recovery and Reinvestment Act
- 37968.1Committee for National and Community Services-American Recovery and Reinvestment Act
- 42016.1Health Care Administration

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Agency of Human Services Central Office (AHSCO) (continued)

- 37700.1Health Care Administration
- 37709.1Other Grants
- 41002.1Service Coordination
- 41003.1Direct Service Dollars
- 14000.1AHS Field Services
- 41616.1HCR-CMS 4201 (HIT)
- 41617.1HCR-ONC 3013 (HIE)
- 41073.1Member Card Replacement 90/10
- 41612.1MMIS-IV&V
- 41613.1MMIS-DDI (development)
- 41614.1VIEWS-IV & V
- 41074.1MMIS-IV&V Member Card Replacement Operating 50/50
- 37185.1High Risk Pool

Category 7 – Deleted program. Program has expired or been terminated.

- 1700.1 AHS Administrative Management Fund
- 1800.1 Secretary's Office Indirect Cost Plan
- 22222.1Equipment Usage
- 37012.1Chief Auditor
- 37075.1Bennington DO move
- 37710.1Health Care Program
- 37715.1ARRA Health Care Program
- 37405.1Attorney General Civil Litigation
- 37410.1AHS Net

Department for Children and Families (DCF)

The Department for Children and Families (DCF) made updates to the narrative portion that serve only to clarify the language in the cost allocation plan. They do not result in any change in federal funding. Additionally, the following categories of updates were made.

Category 3 – Programs in this category are new or have been updated but have no adverse federal impact.

- 40400 FSD Act 1
- 41073 Member Card Replacement (personnel & HP Contract)
- 41419 Reach Up Lund – PNMI/SA Lund GC Cost
- 41618 SOA Infrastructure Components

Category 6 – Updates in narrative wording only with no change in the actual allocation method.

- 41310 RU – E&T
- 41336 E&T 100% Match
- 38210 OCS Regional Director and Staff

Category 7 – Deleted program. Program has expired or been terminated.

- 41613 MMIS DDI (development)
- 38220 Northwest Regional Office – R2
- 38230 Central Regional Office – R3
- 38240 Southeast Regional Office – R4
- 38250 Southwest Regional Office – R5

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

Department of Disabilities, Aging and Independent Living

The Department of Disabilities, Aging and Independent Living (DAIL) has made a change to the Cost Allocation Plan this quarter.

Category 3 – Programs in this category are new or have been updated but have no adverse federal impact.

- 41618 SOA Infrastructure Components
- 39610 Autism Grant
- 41820 Civil Monetary Funds
- 43971 ADRC – Options Counseling
- 43765 Voc Rehab Quality Training Grant

Department of Vermont Health Access (DVHA)

The Department of Vermont Health Access (DVHA) has made the following changes to the Cost Allocation Plan this quarter.

Category 2 - Programs in this category are used to identify new grants 100% federally funded.

- 1016.1 OCIIO - SPEG - ACA Exchanges

Category 3 – Programs in this category are created or have been updated to facilitate the tracking of expenditures in an accurate fashion and have no federal impact.

- 1013.1 CMS HIT 4201 P-APD
- 1014.1 ONC HIT 3013
- 1015.1 SOA Infrastructure Components (BUS, Workflow, Rules)
- 41090 SPMP
- 41618 SOA Infrastructure Components (BUS, Workflow, Rules)
- 41619 OCIIO - SPEG - ACA Exchanges
- 41622 CHIPRA - Maine
- 41623 NCCI APD –
- 41624 NCCI APD -

Category 4 – Program codes being moved from one Planned Department category to another with no changes in funding.

- 1001.1 AHS- Secretary's Office

Vermont Department of Health (VDH)

The Vermont Department of Health (VDH) has made the following changes to the Cost Allocation Plan this quarter.

Category 1 – Programs in this category are administrative allocations used to accurately reflect costs to federal benefiting programs across AHS. Overall there will be no federal effect with these new programs.

- 41618 CMS-IAPD-Infrastructure

Category 2 - Programs in this category are used to identify new grants 100% federally funded.

- 39610 Autism

Department of Mental Health (DMH)

The Department of Mental Health (DMH) has made the following changes to the Cost Allocation Plan this quarter.

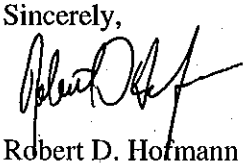
Category 3 – Programs in this category are created or have been updated to facilitate the tracking of expenditures in an accurate fashion and have no federal impact.

- 41618 SOA Infrastructure Components (BUS, Workflow, Rules)
- 42772 MH System Improvement Chief
- 42774 MH Transformation Grant

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

We appreciate your cooperation. If you have any questions, please do not hesitate to contact Jim Giffin at (802) 241-2949.

Sincerely,



Robert D. Hofmann
Secretary
Agency of Human Services

cc:

Al Johnson	Hugh McCaslin	Monica Light
Allan Merritt	Jill Gould	Patrick Burke
Ben Black	Jim Euber	Peter Bestenbostel
Bill Kelly	Jim Giffin	Rob Roberts
Carrie Hathaway	Jim Mall	Sarah Walcott
Connie Harrison	Joan Adams	Sherie Barbour
David Cohen	Kevin O'Connell	Shirley Dow
Ed Dwinell	Leo Clark	Ursula Boehringer
Gary Leach	Mary Ann Alligood	
Heidi Hall	Mike Mooradian	

* With the October 1, 2005 implementation of the Global Commitment to Health 1115 Waiver, all administrative costs allocated to the Global Commitment Waiver are now claimed at the program rate.

State and Local Cost Allocation Plans

CERTIFICATION OF CENTRAL SERVICE 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 dated December 29, 2010 to establish cost allocations or billings for the quarter ending December 31, 2010 are allowable in accordance with the requirements of OMB Circular A-87, "Cost Principles for State, Local, and Indian Tribal Governments," and Federal award(s) 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 Federal awards on the basis of a beneficial or causal relationship between the 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 accounted for consistently.

I declare that the foregoing is true and correct.

Vermont Agency of Human Resources
Government Unit

Signature

James C. Giffin
Name of Official

Agency Financial Operations Manager
Title

December 23, 2010
Date of Execution