

COST ALLOCATION PLAN POLICY

POLICY NUMBER: 204

DATE ADOPTED: November 17, 1998

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I. GENERAL

A. Per the Office of Management and Budget Circular A-87, the Cost allocation Plan sets forth principles for determining the allowable costs of the programs administered by the County under grants and contracts with the State and Federal governments.

B. The Cost Allocation Plan is designed to provide that Federal and State assisted programs bear their fair share of costs.

C. The Cost Allocation Plan is used to charge all County departments for their share of the indirect costs of the Central Service Department based on departmental usage and an annual time study.

D. No provision for profit or other increment above cost is intended.

II. PROCEDURE

A. After July 1 and not later than December 31 of the same fiscal year, the Auditor-Controller is responsible for providing a proposed Cost Allocation Plan to the State Controller for claiming in the preceding fiscal year. The indirect costs of the plan are based on the actual expenditures of the fiscal year previous to the year that the plan is due to the State Controller.

B. The Cost Allocation Plan must receive formal approval from the State Controller in the form of a Negotiation Agreement. This approval may come any time from one to six months after the Cost Plan has been submitted to the State Controller.

C. After the Negotiation Agreement has been signed by the State Controller and the County-Controller, the County may then charge the Cost Allocation Plan indirect costs as determined by the Auditor-Controller for the claim year specified on the Plan.

POLICY OF THE COLUSA COUNTY BOARD OF SUPERVISORS

HISTORY

First Adopted: 11/17/98

Amended: