

COST ALLOCATION AGREEMENT
STATE AND LOCAL GOVERNMENTS

EIN # 15960001874A1

DATE: August 27, 2012

DEPT/AGENCY:
State of Florida

FILING REF: The preceding
Agreement was dated

Department of Financial Services
200 East Gaines Street 516 Fletcher Building
Tallahassee, FL 32399-0001

December 3, 2010

SECTION I: ALLOCATED COSTS

The central service costs listed in Schedule A, attached, are approved on a Fixed basis and may be included as part of the costs of the State/local departments and agencies indicated during the fiscal year ended June 30, 2012 for further allocation to Federal grants, contracts, and other agreements performed at those departments and agencies. A copy of Schedule A may also be obtained from the Division of Cost Allocation noted on page 2.

SECTION II: BILLED COSTS

In addition to Section I, which provides for services furnished but not billed, the services listed below are furnished and billed to departments and agencies:

- I. Special Revenue Funds
 1. Administrative Hearings Admin Trust Fund - OAH
 2. Purchasing Trust Fund - PUR
 3. State Personnel System Trust Fund - HR
- II. Internal Service Funds
 4. DMS-Facilities Program Supervision, Financing & Pool Trust- SUP
 5. DMS-Technology Program-Communications WC Trust-COM
 6. DMS-Technology Program-Management Information Ctr. WC Trust-ITP
 7. SSRC-Working Capital Trust Fund-ITP
 8. NSRC-Working Capital Trust Fund-ITP
 9. NWRDC-Working Capital Trust Fund-ITP
 10. DOS-Library and Information Services Trust Fund-LIS
 11. AGO-Legal Services Trust Fund-LEG
- III. Self Insurance Funds
 12. DFS-Risk Management (WC, Auto/Gen Liab, Building Contents-RIS
 13. DMS-Retirement-RET
 14. DMS-State Group Insurance (Life, Health, Disability & Pretax-SEI
 15. SAO-Actuarial Report for all Statewide Insurance Coverage

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SECTION III: CONDITIONS

The amounts approved in Section I and the billings for the services listed in Section II are subject to the following conditions:

A. **LIMITATIONS:** (1) Charges resulting from 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. (2) Such charges represent costs incurred by the State/locality which are legal obligations of the State/locality and are allowable under OMB Circular A-87. (3) The same costs that are treated as indirect costs are not claimed as direct costs. (4) Similar type of costs are accorded consistent accounting treatment. (5) The information provided by the State/locality which was used to establish this Agreement is not later found to be materially incomplete or inaccurate.

B. **ACCOUNTING CHANGES:** This Agreement is based on the accounting system purported by the State/locality 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 an allocated cost to a billed cost. Failure to obtain such approval may result in cost disallowances.

C. **FIXED AMOUNTS:** If fixed amounts are approved in Section I of this Agreement, they are based on an estimate of the costs for the period covered by the Agreement. When the actual costs for this period are determined, adjustments will be made to the amounts of a future year to compensate for the difference between the costs used to establish the fixed amounts and actual costs.

D. **BILLED COSTS:** Charges for the services listed in Section II will be billed in accordance with rates established by the State/locality. These rates will be based on the estimated costs of providing the services. Adjustments for variances between billed costs and the actual allowable costs of providing the services, as defined by OMB Circular A-87, will be made in accordance with procedures agreed to between the State/locality and the Cognizant Agency.

E. **USE BY OTHER FEDERAL AGENCIES:** This Agreement was executed in accordance with the authority in OMB Circular A-87, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in Paragraph A above. The State/locality may provide copies of this Agreement to other Federal Agencies to give them early notification of the Agreement.

F. This is an **Interim Agreement**. The following Section II funds have not been fully reviewed and finalized. They are: Southwood Shared Resource Center, Northwood Shared Resource Center, Northwest Regional Data Center, and DMS Technology Program Communications Funds. Section I costs will not be available for the above funds in this Interim Agreement. Until the review is finalized, it is advised that you inform the agencies that adjustments in their charges may occur once the costs have been reviewed and a Final Agreement has been approved.

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F. SPECIAL REMARKS:

As required by OMB Circular A-87, Attachment B, 11.d (3), the State Agency treats the payments for unused leave for separating employees as general administrative expense that is allocated to all activities of the agency.

Equipment Definition - Equipment means an article of nonexpendable, tangible personal property having a useful life of more than one year and an acquisition cost of \$5,000.00 or more per unit.

ACCEPTANCE

BY THE DEPT/AGENCY:
State of Florida
Department of Financial Services
(DEPT/AGENCY)

Christina Smith
(SIGNATURE)

Christina Smith
(NAME)

Director
(TITLE)

Sept. 7, 2012
(DATE)

BY THE COGNIZANT AGENCY ON
BEHALF OF THE FEDERAL GOVERNMENT
DEPARTMENT OF HEALTH AND HUMAN SERVICES
(AGENCY)

Arif Karim
(SIGNATURE)

Arif Karim
(NAME)

Director, Division of Cost Allocation
(TITLE)

August 27, 2012

(DATE) 7569
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