

STATE OF CONNECTICUT
DEPARTMENT OF SOCIAL SERVICES

CONTRACT AMENDMENT

Contractor: CONNECTICUT ASSOCIATION FOR COMMUNITY ACTION, INC.
Contractor Address: 144 CLINTON STREET, NEW BRITAIN, CT 06053
Contract Number: 089CAF-CBG-08 / 13DSS1501FB
Amendment Number: A2
Amount as Amended: \$1,284,985
Contract Term as Amended: 10/01/13 - 09/30/16

The contract between **Connecticut Association for Community Action, Inc.** (the Contractor) and the Department of Social Services (the Department), which was last executed by the parties and approved the office of the Attorney General on 01/05/2015 is hereby further amended as follows:

1. The funding of the contract is increased in the amount of \$227,644.00, and the total contract award is changed from \$1,057,341.00 to \$1,284,985.00. The additional funding is awarded for the Community Services Block Grant (CSBG) program. Specific tasks to be provided by the Contractor are listed below.
2. The budget on page 2 of the Amendment 1 shall be deleted and replaced in its entirety by the budget on page 4 of this amendment.
3. Part I, Section B. Contractor Responsibilities in the original contract shall be amended to include the following tasks:

CAFCA Data Warehouse. The Contractor shall conduct the following tasks:

1. Provide regular maintenance to the Contractor's Data Warehouse;
2. Support the Community Action Agency (CAA) Network's data collection, compiling and reporting efforts to comply with U.S. Department of Health and Human Services, Information Memorandum, Transmittal No. 138, re: Organizational Standards –Category nine: Data and Analysis;
3. Support other data capacity building efforts within the CAA Network; and
4. Report on above activities in required quarterly status reports, identified in the original contract language.
5. Services associated with said activity shall not exceed **\$40,000.00** annually, October 1, 2014 – September 30, 2015 and October 1, 2015 – September 30, 2016.

Project Oversight for Nonprofit Program Grant. The Contractor shall oversee and monitor project work plan associated with its Nonprofit Program Grant (NPG) for the duration of the project. Tasks shall include but not be limited to the following:

1. Collaborate with developer of the Contractor's Data Warehouse in the creation of a project work plan;
2. Monitor project work plan progress;
3. Ensure timely completion of project and all necessary task and deliverables associated with its completion; and
4. Report on above activities in required quarterly status reports, identified in the original contract language.
5. Services associated with said activity shall not exceed **\$45,000.00** during the period of October 1, 2014 – September 30, 2016.

Steps to Success Case Management Integration. The Contractor shall coordinate the project plan related to the integration of the Steps to Success Case Management System ("Steps") into the Contractor's Data Warehouse. Tasks shall include but not be limited to the following:

1. Facilitate the gathering and documentation of required source system data specific to data mapping from Steps into the Contractor's Data Warehouse;
2. Assist with trouble shooting any relevant issues associated with the integration process;
3. Collaborate with Steps and the Contractor's Data Warehouse developers to document requirements for reports to ensure compliance with the Department's Community Services Block Grant / Human Services Infrastructure reporting;
4. Monitor all aspects of the project work plan associated with Steps integration; and
5. Report on above activities in required quarterly status reports, identified in the original contract language.
6. Services associated with said activity shall not exceed **\$50,000.00** during the period of October 1, 2015 – September 30, 2016.

Low-Income Home Energy Assistance Program Reports. The Contractor shall assist with the development of Low-Income Home Energy Assistance Program (LIHEAP) Reports. Tasks shall include but not be limited to the following:

1. Collaborate with the Department and the Contractor's Data Warehouse developer to create the LIHEAP Reports that have been deemed necessary and feasible by the Department;
2. Collaborate with the Contractor's Data Warehouse developer to troubleshoot any issues that arise related to the development of the reports;
3. Assist with the coordination of testing and training of Department staff to support LIHEAP specific reports; and
4. Report on above activities in required quarterly status reports, identified in the original contract language.
5. Services associated with said activity shall not exceed **\$36,300.00** during the period of October 1, 2014 – September 30, 2016.

Training and Technical Assistance. The Contractor shall conduct training and technical assistance sessions to assist the CAA Network with compliance for the U.S. Department of Health and Human Services, Information Memorandum, Transmittal No. 138, re: Organizational Standards specific to the 3 three thematic groups: “Maximum Feasible Participation”; “Vision and Direction” and “Operations and Accountability”. Tasks shall include but not be limited to the following:

1. Coordinate and plan CAA Network training events to facilitate the implementation of the above referenced Organizational Standards;
2. Coordinate and plan CAA Network training events to facilitate the implementation of Results Oriented Management and Accountability – Next Generation (ROMA-NG);
3. Training Events shall be provided through various formats, e.g. in-person, classroom training; webinars and conferences;
4. Facilitate the improved utilization of the full ROMA cycle throughout the CAA Network agency level functions. Said facilitation shall be accomplished through the provision of ROMA training events, tools, materials and resources.
5. Report on above activities in required quarterly status reports, identified in the original contract language.
6. Services associated with said activity shall not exceed **\$16,344.00** during the period of October 1, 2014 – December 31, 2015. Of the identified amount, the Contractor has cash on hand totaling \$4,184.00, thus the Department shall not issue payment specific to this activity beyond **\$12,160.00**.

Federal Requirements

1. The Contractor’s DUNS number is 069564982
2. Federal funding has been provided for this contract as follows:

CFDA (Catalog of Federal Domestic Assistance) Title: Community Services Block Grant
Award Name: Community Services Block Grant
Award Year: 2015
Research and Design: No
Name of Federal Agency Awarding: Administration of Children and Families, Department of Health & Human Services
3. In addition to the provisions of Part II of this contract concerning Federal Funds, the Contractor shall administer the Program in accordance with Title V, Section 511, 42. USC § 711 of the Social Security Act as amended; pertinent regulations are outlined in the SSA website http://www.ssa.gov/OP_Home/ssact/title05/0511.htm .
4. The Contractor shall not seek reimbursement from the Federal Government for any of the services offered by the Program.
5. **Federal Office of Management and Budget Requirements.**
 - a. This contract includes Federal Financial Assistance, and therefore such funds shall be subject to the Federal Office of Management and Budget Cost Principles codified in the OMB Super Circular as set forth in 2.CFR Part 200 and as updated from time to time.

- b. Federal funding shall be released by the Department contingent upon receipt of federal monies by the Department in compliance with the Federal Cash Management Improvement Act (CMIA), 31 U.S.C. § 6501 et. seq. of (1990).

6. Federal Funding Accountability and Transparency Act (FFATA):

- a. The Contractor shall register with the Federal System for Award Management (SAM) at <https://www.sam.gov> to assist the Department with meeting its obligation to comply with the Federal Funding Accountability and Transparency Act (FFATA).
- b. The Contractor shall ensure that it shall remain active in SAM by updating its SAM profile at least every 12 months. Upon notification by the Department that its SAM status is not active, the Contractor shall update its SAM profile within five business days of such notification. The Contractor's failure to comply may impact future issuance of payments by the Department.

7. Part II of the original contract shall be appended to include the following:

Health Insurance Portability and Accountability Act of 1996.

- (a) If the Contractor is a Business Associate under the requirements of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as noted in this Contract, the Contractor must comply with all terms and conditions of this Section of the Contract. If the Contractor is not a Business Associate under HIPAA, this Section of the Contract does not apply to the Contractor for this Contract.
- (b) The Contractor is required to safeguard the use, publication and disclosure of information on all applicants for, and all clients who receive, services under the Contract in accordance with all applicable federal and state law regarding confidentiality, which includes but is not limited to HIPAA, more specifically with the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, and E; and
- (c) The State of Connecticut Agency named on page 1 of this Contract ("Agency") is a "covered entity" as that term is defined in 45 C.F.R. § 160.103; and
- (d) The Contractor is a "business associate" of the Agency, as that term is defined in 45 C.F.R. § 160.103; and
- (e) The Contractor and the Agency agree to the following in order to secure compliance with the HIPAA, the requirements of Subtitle D of the Health Information Technology for Economic and Clinical Health Act ("HITECH Act"), (Pub. L. 111-5, §§ 13400 to 13423)¹, and more specifically with the Privacy and Security Rules at 45 C.F.R. Part 160 and Part 164, subparts A, C, D and E (collectively referred to herein as the "HIPAA Standards").
- (f) Definitions
 - (1) "Breach" shall have the same meaning as the term is defined in section 45 C.F.R. 164.402 and shall also include an use or disclosure of PHI that violates the HIPAA Standards.
 - (2) "Business Associate" shall mean the Contractor.
 - (3) "Covered Entity" shall mean the Agency of the State of Connecticut named on page 1 of this Contract.

- (4) "Designated Record Set" shall have the same meaning as the term "designated record set" in 45 C.F.R. § 164.501.
- (5) "Electronic Health Record" shall have the same meaning as the term is defined in section 13400 of the HITECH Act (42 U.S.C. §17921(5)).
- (6) "Individual" shall have the same meaning as the term "individual" in 45 C.F.R. § 160.103 and shall include a person who qualifies as a personal representative as defined in 45 C.F.R. § 164.502(g).
- (7) "Privacy Rule" shall mean the Standards for Privacy of Individually Identifiable Health Information at 45 C.F.R. part 160 and part 164, subparts A and E.
- (8) "Protected Health Information" or "PHI" shall have the same meaning as the term "protected health information" in 45 C.F.R. § 160.103, and includes electronic PHI, as defined in 45 C.F.R. 160.103, limited to information created, maintained, transmitted or received by the Business Associate from or on behalf of the Covered Entity or from another Business Associate of the Covered Entity.
- (9) "Required by Law" shall have the same meaning as the term "required by law" in 45 C.F.R. § 164.103.
- (10) "Secretary" shall mean the Secretary of the Department of Health and Human Services or his designee.
- (11) "More stringent" shall have the same meaning as the term "more stringent" in 45 C.F.R. § 160.202.
- (12) "This Section of the Contract" refers to the HIPAA Provisions stated herein, in their entirety.
- (13) "Security Incident" shall have the same meaning as the term "security incident" in 45 C.F.R. § 164.304.
- (14) "Security Rule" shall mean the Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. part 160 and part 164, subpart A and C.
- (15) "Unsecured protected health information" shall have the same meaning as the term as defined in 45 C.F.R. 164.402.

(g) Obligations and Activities of Business Associates.

- (1) Business Associate agrees not to use or disclose PHI other than as permitted or required by this Section of the Contract or as Required by Law.
- (2) Business Associate agrees to use and maintain appropriate safeguards and comply with applicable HIPAA Standards with respect to all PHI and to prevent use or disclosure of PHI other than as provided for in this Section of the Contract and in accordance with HIPAA standards.
- (3) Business Associate agrees to use administrative, physical and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of electronic protected health information that it creates, receives, maintains, or transmits on behalf of the Covered Entity.

- (4) Business Associate agrees to mitigate, to the extent practicable, any harmful effect that is known to the Business Associate of a use or disclosure of PHI by Business Associate in violation of this Section of the Contract.
- (5) Business Associate agrees to report to Covered Entity any use or disclosure of PHI not provided for by this Section of the Contract or any security incident of which it becomes aware.
- (6) Business Associate agrees, in accordance with 45 C.F.R. 502(e)(1)(ii) and 164.308(d)(2), if applicable, to ensure that any subcontractors that create, receive, maintain or transmit protected health information on behalf of the business associate, agree to the same restrictions, conditions, and requirements that apply to the business associate with respect to such information.
- (7) Business Associate agrees to provide access (including inspection, obtaining a copy or both), at the request of the Covered Entity, and in the time and manner designated by the Covered Entity, to PHI in a Designated Record Set, to Covered Entity or, as directed by Covered Entity, to an Individual in order to meet the requirements under 45 C.F.R. § 164.524. Business Associate shall not charge any fees greater than the lesser of the amount charged by the Covered Entity to an Individual for such records; the amount permitted by state law; or the Business Associate's actual cost of postage, labor and supplies for complying with the request.
- (8) Business Associate agrees to make any amendments to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 C.F.R. § 164.526 at the request of the Covered Entity, and in the time and manner designated by the Covered Entity.
- (9) Business Associate agrees to make internal practices, books, and records, including policies and procedures and PHI, relating to the use and disclosure of PHI received from, or created, maintained, transmitted or received by, Business Associate on behalf of Covered Entity, available to Covered Entity or to the Secretary in a time and manner agreed to by the parties or designated by the Secretary, for purposes of the Secretary investigating or determining Covered Entity's compliance with the HIPAA Standards..
- (10) Business Associate agrees to document such disclosures of PHI and information related to such disclosures as would be required for Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.
- (11) Business Associate agrees to provide to Covered Entity, in a time and manner designated by the Covered Entity, information collected in accordance with subsection (g)(10) of this Section of the Contract, to permit Covered Entity to respond to a request by an Individual for an accounting of disclosures of PHI in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder. Business Associate agrees at the Covered Entity's direction to provide an accounting of disclosures of PHI directly to an individual in accordance with 45 C.F.R. § 164.528 and section 13405 of the HITECH Act (42 U.S.C. § 17935) and any regulations promulgated thereunder.
- (12) Business Associate agrees to comply with any state or federal law that is more stringent than the Privacy Rule.
- (13) Business Associate agrees to comply with the requirements of the HITECH Act relating to privacy and security that are applicable to the Covered Entity and with the requirements of 45 C.F.R. §§ 164.504(e), 164.308, 164.310, 164.312, and 164.316.
- (14) In the event that an individual requests that the Business Associate
 - (A) restrict disclosures of PHI;

- (B) provide an accounting of disclosures of the individual's PHI;
- (C) provide a copy of the individual's PHI in an electronic health record; or
- (D) amend PHI in the individual's designated record set,

the Business Associate agrees to notify the Covered Entity, in writing, within five business days of the request.

- (15) Business Associate agrees that it shall not, and shall ensure that its subcontractors do not, directly or indirectly, receive any remuneration in exchange for PHI of an Individual without
 - (A) the written approval of the covered entity, unless receipt of remuneration in exchange for PHI is expressly authorized by this Contract and
 - (B) the valid authorization of the individual, except for the purposes provided under section 13405(d)(2) of the HIITECH Act, (42 U.S.C. § 17935(d)(2)) and in any accompanying regulations
- (16) Obligations in the Event of a Breach.
 - (A) The Business Associate agrees that, following the discovery by the Business Associate or by a subcontractor of the Business Associate of any use or disclosure not provided for by this section of the Contract, any breach of unsecured protected health information, or any Security Incident, it shall notify the Covered Entity of such breach in accordance with Subpart D of Part 164 of Title 45 of the Code of Federal Regulations and this Section of the Contract.
 - (B) Such notification shall be provided by the Business Associate to the Covered Entity without unreasonable delay, and in no case later than 30 days after the breach is discovered by the Business Associate, or a subcontractor of the Business Associate, except as otherwise instructed in writing by a law enforcement official pursuant to 45 C.F.R. 164.412. . A breach is considered discovered as of the first day on which it is, or reasonably should have been, known to the Business Associate or its subcontractor. The notification shall include the identification and last known address, phone number and email address of each individual (or the next of kin of the individual if the individual is deceased) whose unsecured protected health information has been, or is reasonably believed by the Business Associate to have been, accessed, acquired, or disclosed during such breach.
 - (C) The Business Associate agrees to include in the notification to the Covered Entity at least the following information:
 - 1. A description of what happened, including the date of the breach; the date of the discovery of the breach; the unauthorized person, if known, who used the PHI or to whom it was disclosed; and whether the PHI was actually acquired or viewed.
 - 2. A description of the types of unsecured protected health information that were involved in the breach (such as full name, Social Security number, date of birth, home address, account number, or disability code).

3. The steps the Business Associate recommends that Individual(s) take to protect themselves from potential harm resulting from the breach.
 4. A detailed description of what the Business Associate is doing or has done to investigate the breach, to mitigate losses, and to protect against any further breaches.
 5. Whether a law enforcement official has advised the Business Associate, either verbally or in writing, that he or she has determined that notification or notice to Individuals or the posting required under 45 C.F.R. 164.412 would impede a criminal investigation or cause damage to national security and; if so, contact information for said official.
- (D) If directed by the Covered Entity, the Business Associate agrees to conduct a risk assessment using at least the information in subparagraphs 1 to 4, inclusive of (g) (16) (C) of this Section and determine whether, in its opinion, there is a low probability that the PHI has been compromised. Such recommendation shall be transmitted to the Covered Entity within 20 business days of the Business Associate's notification to the Covered Entity.
- (E) If the Covered Entity determines that there has been a breach, as defined in 45 C.F.R. 164.402, by the Business Associate or a subcontractor of the Business Associate, the Business Associate, if directed by the Covered Entity, shall provide all notifications required by 45 C.F.R. 164.404 and 45 C.F.R. 164.406.
- (F) Business Associate agrees to provide appropriate staffing and have established procedures to ensure that individuals informed of a breach have the opportunity to ask questions and contact the Business Associate for additional information regarding the breach. Such procedures shall include a toll-free telephone number, an e-mail address, a posting on its Web site and a postal address. Business Associate agrees to include in the notification of a breach by the Business Associate to the Covered Entity, a written description of the procedures that have been established to meet these requirements. Costs of such contact procedures will be borne by the Contractor.
- (G) Business Associate agrees that, in the event of a breach, it has the burden to demonstrate that it has complied with all notifications requirements set forth above, including evidence demonstrating the necessity of a delay in notification to the Covered Entity.
- (h) Permitted Uses and Disclosure by Business Associate.
- (1) General Use and Disclosure Provisions Except as otherwise limited in this Section of the Contract, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified in this Contract, provided that such use or disclosure would not violate the HIPAA Standards if done by Covered Entity or the minimum necessary policies and procedures of the Covered Entity.
 - (2) Specific Use and Disclosure Provisions
 - (A) Except as otherwise limited in this Section of the Contract, Business Associate may use PHI for the proper management and administration of Business Associate or to carry out the legal responsibilities of Business Associate.

- (B) Except as otherwise limited in this Section of the Contract, Business Associate may disclose PHI for the proper management and administration of Business Associate, provided that disclosures are Required by Law, or Business Associate obtains reasonable assurances from the person to whom the information is disclosed that it will remain confidential and used or further disclosed only as Required by Law or for the purpose for which it was disclosed to the person, and the person notifies Business Associate of any instances of which it is aware in which the confidentiality of the information has been breached.
 - (C) Except as otherwise limited in this Section of the Contract, Business Associate may use PHI to provide Data Aggregation services to Covered Entity as permitted by 45 C.F.R. § 164.504(e)(2)(i)(B).
- (i) Obligations of Covered Entity.
- (1) Covered Entity shall notify Business Associate of any limitations in its notice of privacy practices of Covered Entity, in accordance with 45 C.F.R. § 164.520, or to the extent that such limitation may affect Business Associate's use or disclosure of PHI.
 - (2) Covered Entity shall notify Business Associate of any changes in, or revocation of, permission by Individual(s) to use or disclose PHI, to the extent that such changes may affect Business Associate's use or disclosure of PHI.
 - (3) Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 C.F.R. § 164.522, to the extent that such restriction may affect Business Associate's use or disclosure of PHI.
- (j) Permissible Requests by Covered Entity. Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under the HIPAA Standards if done by the Covered Entity, except that Business Associate may use and disclose PHI for data aggregation, and management and administrative activities of Business Associate, as permitted under this Section of the Contract.
- (k) Term and Termination.
- (1) Term. The Term of this Section of the Contract shall be effective as of the date the Contract is effective and shall terminate when the information collected in accordance with provision (g)(10) of this Section of the Contract is provided to the Covered Entity and all of the PHI provided by Covered Entity to Business Associate, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity, or, if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.
 - (2) Termination for Cause Upon Covered Entity's knowledge of a material breach by Business Associate, Covered Entity shall either:
 - (A) Provide an opportunity for Business Associate to cure the breach or end the violation and terminate the Contract if Business Associate does not cure the breach or end the violation within the time specified by the Covered Entity; or
 - (B) Immediately terminate the Contract if Business Associate has breached a material term of this Section of the Contract and cure is not possible; or
 - (C) If neither termination nor cure is feasible, Covered Entity shall report the violation to the Secretary.

(3) Effect of Termination.

- (A) Except as provided in (k)(2) of this Section of the Contract, upon termination of this Contract, for any reason, Business Associate shall return or destroy all PHI received from Covered Entity, or created, maintained, or received by Business Associate on behalf of Covered Entity. Business Associate shall also provide the information collected in accordance with section (g)(10) of this Section of the Contract to the Covered Entity within ten business days of the notice of termination. This section shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.
- (B) In the event that Business Associate determines that returning or destroying the PHI is infeasible, Business Associate shall provide to Covered Entity notification of the conditions that make return or destruction infeasible. Upon documentation by Business Associate that return or destruction of PHI is infeasible, Business Associate shall extend the protections of this Section of the Contract to such PHI and limit further uses and disclosures of PHI to those purposes that make return or destruction infeasible, for as long as Business Associate maintains such PHI. Infeasibility of the return or destruction of PHI includes, but is not limited to, requirements under state or federal law that the Business Associate maintains or preserves the PHI or copies thereof.

(l) Miscellaneous Sections.

- (1) Regulatory References. A reference in this Section of the Contract to a section in the Privacy Rule means the section as in effect or as amended.
- (2) Amendment. The Parties agree to take such action as is necessary to amend this Section of the Contract from time to time as is necessary for Covered Entity to comply with requirements of the Privacy Rule and the Health Insurance Portability and Accountability Act of 1996, Pub. L. No. 104-191.
- (3) Survival. The respective rights and obligations of Business Associate shall survive the termination of this Contract.
- (4) Effect on Contract. Except as specifically required to implement the purposes of this Section of the Contract, all other terms of the Contract shall remain in force and effect.
- (5) Construction. This Section of the Contract shall be construed as broadly as necessary to implement and comply with the Privacy Standard. Any ambiguity in this Section of the Contract shall be resolved in favor of a meaning that complies, and is consistent with, the Privacy Standard.
- (6) Disclaimer. Covered Entity makes no warranty or representation that compliance with this Section of the Contract will be adequate or satisfactory for Business Associate's own purposes. Covered Entity shall not be liable to Business Associate for any claim, civil or criminal penalty, loss or damage related to or arising from the unauthorized use or disclosure of PHI by Business Associate or any of its officers, directors, employees, contractors or agents, or any third party to whom Business Associate has disclosed PHI contrary to the sections of this Contract or applicable law. Business Associate is solely responsible for all decisions made, and actions taken, by Business Associate regarding the safeguarding, use and disclosure of PHI within its possession, custody or control.

- (7) Indemnification. The Business Associate shall indemnify and hold the Covered Entity harmless from and against any and all claims, liabilities, judgments, fines, assessments, penalties, awards and any statutory damages that may be imposed or assessed pursuant to HIPAA, as amended or the HITECH Act, including, without limitation, attorney's fees, expert witness fees, costs of investigation, litigation or dispute resolution, and costs awarded thereunder, relating to or arising out of any violation by the Business Associate and its agents, including subcontractors, of any obligation of Business Associate and its agents, including subcontractors, under this section of the contract, under HIPAA, the HITECH Act, and the HIPAA Standards.

All terms and conditions of the original contract, and any subsequent amendments thereto, which were not modified by this Amendment remain in full force and effect.

Contractor Name: Agency Name CT Association for Community Action
 Program/Contract Number: 13DSS1601FB-A1
 Program Name: CSBG

CSBG Budget

Line#	Item	2013-2014	(+ or -)	2013-2014	2014-2015	(+ or -)	(+ or -)	2014-2015	2015-2016	(+ or -)	(+ or -)	2015-2016	2013-2016	(+ or -)	2013-2016
		Year 1	Year 1 Adj.	Year 1 Rev.	Year 2	Year 2 Adj.	Year 2 Adj.	Year 2 Rev.	Year 3	Year 3 Adj.	Year 3 Adj.	Year 3 Rev.	3 Year Total	3 Year Total Adj.	3 Year Total Rev.
						A1	A2			A1	A2				
1	CONTRACTUAL SERVICES														
1a	Accounting	\$ -		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
1b	Legal	\$ 250.00		\$ 250.00	\$ 250.00			\$ 250.00	\$ 250.00			\$ 250.00	\$ 750.00	\$ -	\$ 750.00
1c	Independent Audit	\$ 6,700.00		\$ 6,700.00	\$ 6,700.00			\$ 6,700.00	\$ 6,700.00			\$ 6,700.00	\$ 20,100.00	\$ -	\$ 20,100.00
1d	Other Contractual Services	\$ 2,000.00	\$ 6,805.00	\$ 8,805.00	\$ 2,000.00	\$ 6,805.00	\$ 74,484.00	\$ 83,289.00	\$ 2,000.00	\$ 6,805.00	\$ 108,150.00	\$ 116,955.00	\$ 6,000.00	\$ 203,049.00	\$ 209,049.00
	TOTAL CONTRACTUAL SERVICES	\$ 8,950.00	\$ 6,805.00	\$ 15,755.00	\$ 8,950.00	\$ 6,805.00	\$ 74,484.00	\$ 90,239.00	\$ 8,950.00	\$ 6,805.00	\$ 108,150.00	\$ 123,905.00	\$ 26,850.00	\$ 203,049.00	\$ 229,899.00
2	ADMINISTRATION														
2a	Admin. Salaries	\$ -		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
2b	Admin. Fringe Benefits	\$ -		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -	\$ -	\$ -
2c	Admin. Overhead	\$ -		\$ -	\$ -		\$ 22,500.00	\$ 22,500.00	\$ -		\$ 22,500.00	\$ 22,500.00	\$ -	\$ 45,000.00	\$ 45,000.00
	TOTAL ADMINISTRATION	\$ -	\$ -	\$ -	\$ -		\$ 22,500.00	\$ 22,500.00	\$ -		\$ 22,500.00	\$ 22,500.00	\$ -	\$ 45,000.00	\$ 45,000.00
3	DIRECT PROGRAM STAFF														
3a	Program Salaries	\$ 176,021.50		\$ 176,021.50	\$ 176,021.50			\$ 176,021.50	\$ 176,021.50			\$ 176,021.50	\$ 528,064.50	\$ -	\$ 528,064.50
3b	Program Fringe Benefits	\$ 58,667.96		\$ 58,667.96	\$ 58,667.96			\$ 58,667.96	\$ 58,667.96			\$ 58,667.96	\$ 176,003.88	\$ -	\$ 176,003.88
	TOTAL DIRECT PROGRAM	\$ 234,689.46	\$ -	\$ 234,689.46	\$ 234,689.46		\$ -	\$ 234,689.46	\$ 234,689.46		\$ -	\$ 234,689.46	\$ 704,068.38	\$ -	\$ 704,068.38
4	OTHER COSTS														
4a	Program Rent	\$ 21,600.00		\$ 21,600.00	\$ 21,600.00			\$ 21,600.00	\$ 21,600.00			\$ 21,600.00	\$ 64,800.00		\$ 64,800.00
4b	Consumable Supplies	\$ 13,900.00		\$ 13,900.00	\$ 13,900.00			\$ 13,900.00	\$ 13,900.00			\$ 13,900.00	\$ 41,700.00		\$ 41,700.00
4c	Travel & Transportation	\$ 7,052.00		\$ 7,052.00	\$ 8,652.00			\$ 8,652.00	\$ 8,652.00			\$ 8,652.00	\$ 24,356.00		\$ 24,356.00
4d	Utilities	\$ 6,700.00		\$ 6,700.00	\$ 6,700.00			\$ 6,700.00	\$ 6,700.00			\$ 6,700.00	\$ 20,100.00		\$ 20,100.00
4e	Repairs & Maintenance	\$ 3,550.00		\$ 3,550.00	\$ 3,550.00			\$ 3,550.00	\$ 3,550.00			\$ 3,550.00	\$ 10,650.00		\$ 10,650.00
4f	Insurance	\$ 4,745.00		\$ 4,745.00	\$ 4,745.00			\$ 4,745.00	\$ 4,745.00			\$ 4,745.00	\$ 14,235.00		\$ 14,235.00
4g	Food & Related Costs	\$ 3,000.00		\$ 3,000.00	\$ 3,000.00			\$ 3,000.00	\$ 3,000.00			\$ 3,000.00	\$ 9,000.00		\$ 9,000.00
4h	Training & Conference Cost	\$ 8,000.00		\$ 8,000.00	\$ 8,000.00			\$ 8,000.00	\$ 8,000.00			\$ 8,000.00	\$ 24,000.00		\$ 24,000.00
4i	Other Project Expenses	\$ 31,855.54		\$ 31,855.54	\$ 31,855.54			\$ 31,855.54	\$ 31,855.54			\$ 31,855.54	\$ 95,566.62		\$ 95,566.62
	TOTAL OTHER COSTS	\$ 100,402.54	\$ -	\$ 100,402.54	\$ 102,002.54		\$ -	\$ 102,002.54	\$ 102,002.54		\$ -	\$ 102,002.54	\$ 304,407.62	\$ -	\$ 304,407.62
5	EQUIPMENT	\$ 1,600.00		\$ 1,600.00	\$ -			\$ -	\$ -			\$ -	\$ 1,600.00		\$ 1,600.00
6	PROGRAM INCOME														
6a	Fees	\$ -		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -		\$ -
6b	Other Income	\$ -		\$ -	\$ -			\$ -	\$ -			\$ -	\$ -		\$ -
	TOTAL PROGRAM INCOME	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
7	TOTAL NET PROGRAM COST	\$ 345,642.00	\$ 6,805.00	\$ 352,447.00	\$ 345,642.00	\$ 6,805.00	\$ 96,984.00	\$ 449,431.00	\$ 345,642.00	\$ 6,805.00	\$ 130,650.00	\$ 463,097.00	\$ 1,036,926.00	\$ 248,049.00	\$ 1,284,985.00

SIGNATURES AND APPROVALS

089CAF-CBG-08 / 13DSS1501FB A2

The Contractor IS a Business Associate under the Health Insurance Portability and Accountability Act of 1996 as amended.

Documentation necessary to demonstrate the authorization to sign must be attached.

CONTRACTOR - CONNECTICUT ASSOCIATION FOR COMMUNITY ACTION, INC.



James H. Gatling, *President*

7-30-15
Date

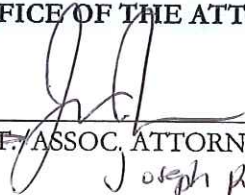
DEPARTMENT OF SOCIAL SERVICES



Roderick L. Bremby, *Commissioner*

8.6.2015
Date

OFFICE OF THE ATTORNEY GENERAL



~~ASST.~~ ASSOC. ATTORNEY GENERAL (Approved as to form)
Joseph Rubin

8/25/15
Date