

Mailed 6/14/21
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Addressee:

Mr. David Stanley, Deputy County Manager.

Re:

1. 2020-2021 Home and Community Care Block Grant Budget to Brunswick County and its lead agency, BSRI, Revision 2, 3 copies.

Message:

Please review and forward as appropriate. Budget Revision 2 requires the signature of the County Finance Officer and the Chairman of the Board of Commissioners in various places. There are three originals, please have all sets signed.

As you know, any matching fund requests that occur with this AAA / HCCBG program services budget are covered by the concurrent year's County Allocation to BSRI.

David, attached to this cover letter is a reconciliation of form 731 showing the original budget numbers - green background , this revision 2 -beige background and the resulting funding allocations white columns.

Once signed, please return to me at
Judith Benson
PO Box 2470
Shallotte, NC 28451

Thank you for your assistance with this 2020/2021 budget revision.

Judith Gainey Benson, CPA, CFO
Brunswick Senior Resources, Inc.
jbenson@bsrinc.org



Brunswick Senior Resources, Inc.
Making a Difference

(910) 754-2300 x 1009
(910) 754-9269 (fax)
(910) 512-1301 (mobile)

J. BENSON

Home and Community Care Block Grant for Older Adults										DAAS-731									
County Funding Plan										County BRUNSWICK									
County Services Summary										July 1, 2020 through June 30, 2021									
731 RECONCILIATION SHEET																			
Services	A			B	C		D	E	F	G	H	I	Original	Rev 1	Rev 2	YTD after Rev 1	YTD after Rev 2		
	Access	In-Home	Other		Total	Block Grant Funding												Required Local Match	Net Service Cost
Congregate Nutrition				149341	149341	16593	165934	62625	228559	40332	6.8873	354	83500	250000		-100659	250000	149341	
Home Delivered Meals				350659	350659	38962	389621	64500	454121	32755	8.4806	118	86000	250000		100659	250000	350659	
Senior Center Operation				365449	365449	40605	406054		406054		0		0	293449	65000	7000	358449	365449	
Transportation (General)	0				149341	0	0		0	1163	14.3362	15	1930	80000	-65000	-15000	15000	0	
In-Home Aide-Level I - Home Management		16200		16200	16200	1800	18000		18000	1003	17.9446	7	1003	41990	-25790		16200	16200	
In-Home Aide-Level II - Personal Care		159790		159790	159790	17754	177544		177544	9077	18.58	30	9077	126000	25790	8000	151790	159790	
In-Home Aide-Level III - Personal Care		42010		42010	42010	4668	46678		46678	2512	18.582	8	2512	42010			42010	42010	
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Home and Community Care Block Grant for Older Adults														
County Funding Plan														
County Services Summary														
DAAS-731 (Rev. 2/16)														
County <u>BRUNSWICK</u>														
July 1, <u>2020</u> through June 30, <u>2021</u>														
Services	A				B		C	D	E		F	G	H	I
	Access	In-Home	Other	Total	Required Local Match	Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimbursement Rate	Projected HCCBG Clients	Projected Total Units		
Congregate Nutrition			149341		16593	165934	62625	228559	40332	6.8873	354	83500		
Home Delivered Meals		350659			38962	389621	64500	454121	32755	8.4806	118	86000		
Senior Center Operation			365449		40605	406054		406054		0		0		
Transportation (General)	0				0	0		0	1163	14.3362	15	1930		
In-Home Aide-Level I - Home Management		16200			1800	18000		18000	1003	17.9446	7	1003		
In-Home Aide-Level II - Personal Care		159790			17754	177544		177544	9077	18.58	30	9077		
In-Home Aide-Level III - Personal Care		42010			4668	46678		46678	2512	18.582	8	2512		
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BRUNSWICK SENIOR RESOURCES, INC.

PO Box 2470

Shallotte, NC 28459

DAAS-732

County: BRUNSWICK

Budget Period: July 2020 through June 2021

Revision #: 2 Date: 6/9/2021

Home and Community Care Block Grant for Older Adults

County Funding Plan

Provider Services Summary

Services	Serv. Delivery (Check One)	A				B	C	D	E	F	G	H	I							
		Block Grant Funding			Required Local Match									Net Service Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate*	Projected HCCBG Clients	Projected Total Units
		Access	In-Home	Other																
Congregate Nutrition	X	\$ -	\$ -	\$ 149,341	\$ 149,341	\$ 16,593	\$ 165,934	\$ 64,243	\$ 230,177	24,093	\$ 6.8873	110	85,657							
Home Delivered Meals	X	\$ -	\$ 350,659	\$ -	\$ 350,659	\$ 38,962	\$ 389,621	\$ 63,920	\$ 453,541	45,943	\$ 8.4806	190	85,227							
Senior Center Operation	X	\$ -	\$ -	\$ 365,449	\$ 365,449	\$ 40,605	\$ 406,054	\$ -	\$ 406,054	-	\$ -	-	-							
Transportation (General)	X	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-							
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-	\$ -	-	-							
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Total			\$ 350,659	\$ 514,790	\$ 865,449	\$ 96,160	\$ 961,609	\$ 128,163	\$ 1,089,772	70,036		300	170,884							

*Adult Day Care & Adult Day Health Care Proj. Service Cost/Rate

	ADC	ADHC
Daily Care	\$33.07	\$ 40.00
Administrative		
Proj. Reimbursement Rate	\$33.07	\$ 40.00
Administrative %	0.00%	0.00%

Certification of required minimum local match availability.

Required local match will be expended simultaneously with Block Grant Funding.

President/CEO 06/10/21

Authorized Signature, Title

Community Service Provider

Date

Signature, County Finance Officer

Date

Signature, Chairman, Board of Commissioners

Date

North Carolina Division of Aging and Adult Services
Service Cost Computation Worksheet

DAAS-732A

Provider: BRUNSWICK SENIOR RESOURCES, INC.
County: BRUNSWICK
Budget Period: July 2020 through June 2021

	Grand Total	Service Congregate Nutrition 180	Service Home Delivered Meals 020	Service Senior Center Operation 170	Service Transportation (General) 250	Service 0 #N/A
I. Projected Revenues						
A. Fed/State Funding From the Div. of Aging & Adult Svcs. Required Minimum Match - Cash	\$ 865,449	\$ 149,341	\$ 350,659	\$ 365,449	\$ -	\$ -
1)	\$ 88,938	\$ 16,593	\$ 38,962	\$ 33,383	\$ -	\$ -
2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Required Minimum Match - Cash	\$ 88,938	\$ 16,593	\$ 38,962	\$ 33,383	\$ -	\$ -
Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Required Minimum Match - In-Kind	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
B. Total Required Minimum Match (cash + In-Kind)	\$ 88,938	\$ 16,593	\$ 38,962	\$ 33,383	\$ -	\$ -
C. Subtotal, Fed/State/Required Match Revenues	\$ 954,387	\$ 165,934	\$ 389,621	\$ 406,054	\$ -	\$ -
D. NSIP Cash Subsidy/Commodity Valuation	\$ 128,163	\$ 64,243	\$ 63,920	\$ -	\$ -	\$ -
E. OAA Title V Worker Wages, Fringe Benefits and Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Cash, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1) Brunswick County	\$ 1,803,835	\$ 424,011	\$ 333,152	\$ 1,046,672	\$ -	\$ -
2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
F. Subtotal, Local Cash, Non-Match	\$ 1,803,835	\$ 424,011	\$ 333,152	\$ 1,046,672	\$ -	\$ -
Other Revenues, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G. Subtotal, Other Revenues, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local In-Kind Resources (Includes Volunteer Resources)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
H. Subtotal, Local In-Kind Resources, Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
I. Client Cost Sharing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
J. Total Projected Revenues (Sum I.C,D,E,F,G,H, & I)	\$ 2,886,385	\$ 654,188	\$ 786,693	\$ 1,452,726	\$ -	\$ -

Division of Aging and Adult Services
Service Cost Computation Worksheet

	Grand Total	Admin. Cost	Service Congregate Nutrition 180	Service Home Delivered Meals 020	Service Senior Center Operation 170	Service Transportation (General) 250	Service 0 #N/A
II. Line Item Expenses							
Staff Salary From Labor Distribution Schedule	\$ 927,744	\$ 102,071	\$ 195,381	\$ 244,182	\$ 386,110	\$ -	\$ -
1) Full-time Staff (do not include Title V workers)	\$ 53,684	\$ 5,460	\$ 18,652	\$ 18,652	\$ 16,380	\$ -	\$ -
2) Part-time staff (do not include Title V workers)	\$ 986,888	\$ 107,531	\$ 214,033	\$ 262,834	\$ 402,490	\$ -	\$ -
A. Subtotal, Staff Salary	\$ 986,888	\$ 107,531	\$ 214,033	\$ 262,834	\$ 402,490	\$ -	\$ -
Fringe Benefits	\$ 75,497	\$ 8,226	\$ 16,374	\$ 20,107	\$ 30,790	\$ -	\$ -
1) FICA @ 7.65 %	\$ 195,899	\$ 8,517	\$ 59,622	\$ 51,104	\$ 76,656	\$ -	\$ -
2) Health Insurance	\$ 59,213	\$ 6,452	\$ 12,842	\$ 15,770	\$ 24,149	\$ -	\$ -
3) Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

4) Unemployment Insurance	\$ 4,709	\$ 419	\$ 1,159	\$ 1,467	\$ 1,664
5) Worker's Compensation	\$ 13,174	\$ 1,288	\$ 2,863	\$ 3,610	\$ 5,413
6) Other	\$ -	\$ -	\$ -	\$ -	\$ -
B. Subtotal, Fringe Benefits	\$ 348,492	\$ 24,902	\$ 92,860	\$ 92,058	\$ 138,672
Local In-Kind Resources Non-Match					
1)	\$ -				
2)	\$ -				
3)	\$ -				
C. Subtotal, Local In-Kind Resources Non-Match	\$ -	\$ -	\$ -	\$ -	\$ -
D. OAA Title V Worker Wages, Fringe Benefits and Costs					
Travel					
1) Per Diem	\$ -				
2) Mileage Reimbursement	\$ -				
3) Other Travel Cost	\$ -				
E. Subtotal, Travel	\$ -	\$ -	\$ -	\$ -	\$ -
General Operating Expenses					
1) Non-Staff Program Cost (inc food and related)	\$ 703,900	\$ 244,154	\$ 284,746	\$ 175,000	
2) Meal Delivery Cost	\$ 83,000	\$ 83,000			
3) Repairs & Maintenance - Equipment	\$ 119,000	\$ 15,000	\$ 4,000	\$ 100,000	
4) Facility Rental, Repairs, & Maintenance	\$ 309,000	\$ 15,000	\$ 4,000	\$ 290,000	
5) Staff Training	\$ 38,000	\$ 9,000	\$ 9,000	\$ 20,000	
6) Outreach, Advertising, Supplies	\$ 100,000	\$ 5,000	\$ 5,000	\$ 90,000	
7) Utilities	\$ 179,000	\$ 12,000	\$ 12,000	\$ 155,000	
8) Property and General Liability Insurance	\$ 23,000	\$ 4,000	\$ 4,000	\$ 15,000	
F. Subtotal, General Operating Expenses	\$ 1,554,900	\$ 304,154	\$ 405,746	\$ 845,000	\$ -
G. Subtotal, Other Administrative Cost Not Allocated In Lines II.A through E	\$ -	\$ -	\$ -	\$ -	\$ -
H. Total Proj. Expenses Prior to Admin. Distribution	\$ 2,890,280	\$ 132,433	\$ 611,047	\$ 1,386,162	\$ -
I. Distribution of Administrative Cost	\$ (135,760)	\$ (43,141)	\$ (28,055)	\$ (66,864)	\$ -
J. Total Proj. Expenses After Admin. Distribution	\$ 2,893,607	\$ 654,188	\$ 786,693	\$ 1,452,726	\$ -

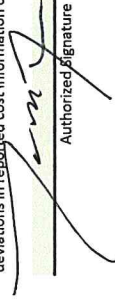
Values Must Equal

	Grand Total	Service Congregate Nutrition 180	Service Home Delivered Meals 020	Service Senior Center Operation 170	Service Transportation (General) 250	Service 0 #N/A
A. Computation of Unit Cost Rate:						
1. Total Expenses (equals line II.J)	\$ 2,893,607	\$ 654,188	\$ 786,693	\$ 1,452,726	\$ -	\$ -
2. Total Projected Units		\$ 85,657	\$ 85,227			
3. Total Unit Cost Rate		\$ 7,6373	\$ 9,2306			
B. Computation of Reimbursement Rate:						
1. Total Revenues (equals line I.J)	\$ 2,886,385	\$ 654,188	\$ 786,693	\$ 1,452,726	\$ -	\$ -
2. Less: NSIP (equals line I.D)	\$ 128,163	\$ 64,243	\$ 63,920	\$ -	\$ -	\$ -
Title V (equals line I.E less II.D)						
Non Match In-Kind (equals line I.H less II.C)						
3. Revenues Subject to Unit Reimbursement	\$ 2,758,222	\$ 589,945	\$ 722,773	\$ 1,452,726	\$ -	\$ -
4. Total Projected Units (equals line III.A.2)		\$ 85,657	\$ 85,227			
5. Total Reimbursement Rate		\$ 6,8873	\$ 8,4806			
C. Units Reimbursed Through HCCBG		\$ 24,093	\$ 45,943			
D. Units Reimbursed Through Program Income*						
E. Units Reimbursed Through Remaining Revenues						
F. Total Units Reimbursed/Total Projected Units		\$ 61,664	\$ 39,284			
		\$ 85,657	\$ 85,227			

* The Division of Aging ARMS deducts reported program income from reimbursement paid to providers. Line III.D Indicates the number of units that will have to be produced in addition to those stated on line III.C in order to earn the net revenues stated on line I.C.

Certification:

I certify to the best of my knowledge and belief that the information included in the cost computation above is accurate and complies with all laws and regulations. I also understand that material deviations in reported cost information could limit funding, and also result in return of funds if the error or omission results in a higher than actual reported cost.

Authorized Signature


President/CEO
 Title

6/10/2021
 Date

Information on this form (DAAS-732A) corresponds with
 Information stated on the Provider Services Summary

July 2020

[illegible]

[illegible]

NAME AND ADDRESS
COMMUNITY SERVICE PROVIDER
BAYADA HOME HEALTH
3205 Randall Parkway, Suite 205
Wilmington, NC 28403

Home and Community Care Block Grant for Older Adults

DAAS-732 (Rev. 2/16)

County Funding Plan

July 1, 2020 through June 30, 2021

Provider Services Summary

[illegible]

*Adult Day Care & Adult Day Health Care Net Service Cost

ADHC

Daily Care	
Transportation	
Administrative	
Net Ser. Cost Total	

Certification of required minimum local match availability.
Required local match will be expended simultaneously
with Block Grant Funding.

Authorized Signature, Title Community Service Provider	Date
---	------

Signature, Chairman, Board of Commissioners	Date
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