

COST ALLOCATION AGREEMENT
STATE AND LOCAL GOVERNMENTS

State of Hawaii
Department of Budget & Finance
P.O. Box 150
Honolulu, HI 96810

DATE: August 26, 2024
FILING REF.: The preced-
ing agreement was dated:
06/02/21 G13320

SECTION I: ALLOCATED COSTS

The central service costs listed in Exhibit 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 your fiscal year ended June 30, 2020 for further allocation to Federal grants, contracts and other agreements performed at those departments and agencies.

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 State/local departments and agencies.

- A. Department of Accounting and General Services
 - Information and Communication Services Division*
 - State Motor Pool
 - Risk Management
 - Building Leases

- B. Office of the Attorney General

- C. Fringe Benefits*

*See special remarks

STATE/LOCALITY: State of Hawaii

AGREEMENT DATE: August 26, 2024

SECTION III: SPECIAL REMARKS

Cost Allocation Plan

Charges for Fringe Benefits cited in Section II are billed only to special (restricted) fund activities including Federal projects. Department/agency indirect cost rate proposals will include any adjustments necessary to segregate these costs in Section I between the following categories: (1) those which are identifiable to direct programs funded from State general funds, and (2) those which are identifiable with administrative functions of the department/agency. Costs identified with category (1) will be included in the direct cost base, and costs identified with category (2) will be considered to be indirect costs.

Data Processing charges will be billed in accordance with rates established by the State and included in the records of the Information and Communications Services Division (ICSD). The variances between billed costs and actual costs must be carried forward in the computation of future billing rates; but no later than the second succeeding year. It is the responsibility of ICSD to notify departments of billing amounts for each department.

Fringe Benefits

Charges for fringe benefits cited in Section II include pension accumulation, pension administration, other post-retirement benefits, social security taxes, Medicare, health, dental, and life insurance, unemployment compensation, and workers compensation.

For charging purposes, the following benefits rates may be used:

	Fixed for the Period <u>7/1/19 - 6/30/20</u>
Pension Accumulation	22.00%
Pension Administration	0.05%
Other Post-Retirement Benefits	12.45%
Retiree Health Insurance	11.07%
Workers' Compensation	1.40%
Unemployment Compensation	0.07%

All other benefits will be charged based on the actual rates in effect at the time the charges are made.

STATE/LOCALITY: State of Hawaii

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SECTION IV: 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 Title 2 of the Code of Federal Regulations, Part 200 (2 CFR 200). (3) The same costs that are treated as indirect costs are not claimed as direct costs. (4) Similar types 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 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 allocated cost to a billed cost. Failure to obtain 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 2 CFR 200, 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 2 CFR 200, and should be applied to grants, contracts and other agreements covered by 2 CFR 200, subject to any limitations in Paragraph A above. The State/locality may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

BY THE STATE/LOCALITY

State of Hawaii
STATE/LOCALITY)

/s/
(SIGNATURE)
Luis P. Salaveria
(NAME)
Director of Finance
(TITLE)
September 6, 2024
(DATE)

BY THE COGNIZANT AGENCY

ON BEHALF OF THE FEDERAL GOVERNMENT
DEPARTMENT OF HEALTH AND HUMAN SERVICES
(AGENCY)
Arif M. Karim -S Digitally signed by Arif M. Karim -S
Date: 2024.08.28 22:21:44 -05'00'
(SIGNATURE)
Arif Karim
(NAME)
Director, Cost Allocation Services
(TITLE)
August 26, 2024
(DATE)
HHS Representative Cora Coleman
Telephone (415) 437-7820

State of Hawaii
FY 2020 StateWide Cost Allocation Plan
Summary of Fixed Cost

Grantee Departments	Building Depreciation	Legislative Auditor	DAGS Admin	Central Services	Lease Mgt	Records	State Procurement	
							Office	Accounting
Retirement Fund	2,704	0	0	5,054	0	0	0	0
Attorney General	382,050	8,131	0	1,049,930	88,813	49,302	65,649	84,454
Governor	453,573	16,898	0	481,555	0	459	81,310	2,130
Lieutenant Governor	150,854	49	0	154,005	0	121	81,534	1,383
Business & Econ Dev	127,468	25,012	0	293,051	0	11,399	56,516	97,494
Taxation	469,875	2,285	0	939,225	0	16,693	76,835	58,828
Agriculture	5,437	19,990	0	305,809	0	256	53,358	98,095
Land & Natural Resources	421,394	160,440	0	1,245,947	27,104	6,675	(53,209)	322,015
Transportation	8,545	65,033	0	(91,693)	5,411	2,677	(148,730)	366,597
Education	155,403	159,915	0	879,629	32,523	17,269	44,643	435,776
State Library System	0	0	0	751,429	0	0	(8,392)	0
Charter Schools	0	0	0	0	0	0	0	0
University of Hawaii	23,728	81,067	0	100,056	0	5,192	81,413	28,188
Defense	3,702	194,272	0	11,169	10,845	1,285	30,286	87,927
Health	774,286	114,083	0	3,807,149	122,590	71,310	(139,700)	398,766
Hawaiian Home Lands	2,936	(489)	0	7,270	(3,751)	1,338	69,128	71,663
Judiciary	33,045	0	0	241,436	0	0	75,675	234,047
Human Services	1,235,496	187,481	0	2,488,827	143,000	52,284	(81,284)	436,839
Labor	922,420	170,857	0	1,225,520	28,770	89,912	55,727	107,001
DAGS not CS	109,749	47,077	1,541,108	352,502	30,851	0	0	0
DAGS Risk Mgmt	8,857	0	37,290	30,458	0	0	0	0
DAGS Motor Pool	0	0	77,641	3,570	0	0	0	0
DAGS Lease-Hemmeter	575,290	0	0	1,533,979	0	0	0	0
DAGS Lease-Kapolei	1,124,024	0	0	1,580,671	0	0	0	0
ETS-ICSD-OIMT	435,730	0	1,467,359	1,042,931	0	0	0	0
DAGS Surplus Property	0	0	8,161	94,469	0	0	0	0
B & F not CS	96,345	249,175	0	282,811	32,523	0	0	0
Comm & Consumer Affairs	736,144	22,598	0	398,637	32,523	(5,347)	69,100	102,335
Public Safety	84,838	38,672	0	(135,678)	54,192	40,184	3,802	171,371
Legislature	2,461,220	0	0	2,506,953	0	(559)	77,118	6,674
Hawaiian Affairs	0	0	0	0	0	(262)	74,496	2,959
Honolulu County	0	0	0	0	0	0	79,771	61
Maui County	0	0	0	0	0	0	81,710	8
Hawaii County	0	0	0	0	0	0	83,285	49
Kauai County	0	0	0	0	0	0	83,209	583
Health Systems Corporation	0	0	0	0	0	0	(1,196)	0
Other	682,566	108	0	493,801	0	0	(1,045)	13,055
Summary Total	11,487,679	1,562,654	3,131,559	22,080,472	605,394	360,188	891,009	3,128,298

State of Hawaii
FY 2020 StateWide Cost Allocation Plan
Summary of Fixed Cost

Grantee Departments	Pre-Audit	Internal Audit	ETS-ICSD Charges	Budget and Finance	B&F Financial Administration	Employers Union Trust Fund	Human Resources	Disability Compensation	Pub Safety Protective Svcs	Total Fixed
Retirement Fund	0	0	0	420,938	0	109,466	54,426	0	0	592,588
Attorney General	37,710	0	0	147,490	6,832	2,009	435,294	3,979	0	2,361,643
Governor	1,181	0	0	95,822	212	108	34,420	20	0	1,167,688
Lieutenant Governor	99	0	0	89,786	62	(12)	294	0	500,340	978,515
Business & Econ Dev	33,549	(167)	0	124,417	6,421	752	181,556	(6,078)	74,639	1,026,029
Taxation	340,239	(82)	0	186,290	354,393	1,144	248,186	232	0	2,694,143
Agriculture	28,157	0	0	265,440	5,654	939	206,621	7,033	0	996,789
Land & Natural Resources	70,459	0	0	350,079	14,539	2,373	530,931	12,682	295,527	3,406,956
Transportation	118,275	0	0	326,917	21,670	6,544	1,439,322	40,654	7,173	2,168,395
Education	490,889	(195,708)	0	356,517	3,825	66,893	82,709	262,357	0	2,792,640
State Library System	0	0	0	326	0	1,578	330,958	0	0	1,075,899
Charter Schools	0	0	0	1,654	0	2,445	115,211	0	0	119,310
University of Hawaii	188,794	0	0	155,244	1,198	25,543	148,485	79,287	0	918,195
Defense	25,473	0	0	148,887	4,579	1,112	261,668	11,788	0	792,993
Health	162,918	0	0	290,489	26,811	8,182	1,832,850	24,066	37,977	7,531,777
Hawaiian Home Lands	20,806	0	0	40,844	4,581	459	96,786	344	0	311,915
Judiciary	234,812	78,299	0	80,756	50,390	5,156	228,180	7,902	0	1,269,698
Human Services	250,165	150,430	0	492,878	125,032	6,072	1,322,978	17,815	0	6,828,013
Labor	51,582	0	0	191,041	12,398	1,972	461,040	3,868	0	3,322,108
DAGS not CS	0	0	70,080	267	0	0	0	0	82,973	2,234,607
DAGS Risk Mgmt	0	0	0	0	0	0	0	0	7,434	84,039
DAGS Motor Pool	0	0	0	0	0	0	0	0	0	81,211
DAGS Lease-Hemmeter	0	0	0	0	0	0	0	0	0	2,109,269
DAGS Lease-Kapolei	0	0	0	0	0	0	0	0	0	2,704,695
ETS-ICSD-OIMT	0	0	0	0	0	0	0	0	306,448	3,252,468
DAGS Surplus Property	0	0	0	0	0	0	0	0	0	102,630
B & F not CS	0	0	601	680,432	0	0	0	0	0	1,341,887
Comm & Consumer Affairs	24,449	(32,298)	0	144,866	4,233	1,431	316,947	17,102	0	1,832,720
Public Safety	159,744	0	0	176,834	24,132	7,038	1,540,221	62,087	46,181	2,273,618
Legislature	7,032	(29,856)	0	80,756	397	1,112	66,894	984	0	5,178,725
Hawaiian Affairs	1,886	0	0	80,756	0	365	43,674	43	0	203,917
Honolulu County	33	0	0	(2,882)	7	43,908	21,873	349,596	0	492,367
Maui County	(52,859)	0	0	(2,882)	(5,861)	10,564	5,252	32,519	0	68,451
Hawaii County	64	0	0	(2,882)	18	10,638	5,327	56,631	0	153,130
Kauai County	238	0	0	(2,882)	47	5,299	2,645	25,738	0	114,877
Health Systems Corporation	0	0	0	0	0	2,457	75,857	18,120	0	95,238
Other	11,713	997,616	4,910	63,578	2,661	3,954	1,838	5,799,893	2,471,172	8,313,696
Summary Total	2,207,408	968,234	75,591	4,981,776	664,231	329,501	10,092,443	6,828,662	3,829,864	73,224,963