
State of Arizona

A. Personnel:

TABLE 1: FEDERAL REQUEST

Position	Name	Annual Salary/Rate	Level of Effort	Cost
Director	To be selected	\$120,000 x 1 year	100%	\$120,000
Program Manager	To be selected	\$90,000 x .5 year	100%	\$45,000
Data Manager/Analysis	To be selected	\$85,000 x .5 year	100%	\$42,500
Administrative Support	To be selected	\$100,000 x .5 year	100%	\$50,000
			TOTAL	\$257,500

NARRATIVE JUSTIFICATION: Funds will be used to fill positions including: Director, Program Manager, Data Analysis and one support position (collectively, the “Program Team”). Each position will be dedicated to the development of the Exchange and will be responsible for the mapping project, establishing and overseeing contracts and begin working with stakeholders to identify targeted community resources. The Program Manager will also serve as liaison and link to other state and local governmental agencies. Because of concerns about sustainability, it is likely that only the Director and support positions would be recruited for and filled before enabling legislation was passed by the Legislature (anticipated mid-way through grant year).

B. Fringe Benefits:

TABLE 2: FEDERAL REQUEST

Component	Rate	Wage	Cost
FICA	7.65%	\$257,500	\$19,698.75
Workers Compensation	2.5%	\$257,500	\$6,437.50
Insurance	11.23%	\$257,500	\$28,917.25
Retirement	9.5%	\$257,500	\$24,462.50
		TOTAL	\$79,516.00

NARRATIVE JUSTIFICATION: The fringe rate is based on actuals and totals just under 31%. Arizona’s fringe rate averages between 28% and 32% and we anticipate these numbers changing slightly over the course of the four year grant program. The one unique item to Arizona is the sizeable retirement contribution. Under the Arizona State Retirement System, each employee has to contribute a mandatory 9.5% which is matched dollar to dollar by the state.

C. Travel:

TABLE 3: FEDERAL REQUEST

Purpose of Travel	Location	Item	Rate	Cost
State HIE Leadership Training	Washington, DC	Airfare	\$450/flight x 4 persons x 2 trips	\$3,600
		Hotel	\$200/night x 4 persons x 3 days x 2 trips	\$4,800
		Per Diem (meals)	\$50/day x 4 persons x 3 days x 2 trips	\$1,200
Local Travel	TBD	Mileage	.45 cents per mile x 5,300 miles	2,400
			TOTAL	\$12,000

NARRATIVE JUSTIFICATION: It is anticipated that travel will be required for meetings across the state and nation to other Exchange coordination meetings that may be hosted by HHS or other organizations. In-state travel to convene planning meetings and gain broad stakeholder input and advance community education and outreach is also anticipated and is likely to increase as final recommendations by the planning group are reached.

D. Equipment:

TABLE 4: FEDERAL REQUEST

Item(s)	Rate	Cost
None		0
	TOTAL	0

NARRATIVE JUSTIFICATION: N/A

E. Supplies:

TABLE 5: FEDERAL REQUEST

Item(s)	Rate	Cost
General office supplies	\$160/mo. x 12 mo.	\$1,900
Postage	\$50/mo. x 12 mo.	\$600
Laptop Computer or Desktop	\$2,500 x 4 employees	\$10,000
Printer	\$300	\$300
Copier	\$1,300	\$1,300
Projector	\$900	\$900
	TOTAL	\$15,000

NARRATIVE JUSTIFICATION: Employees identified above will be new to government service and will need computers, either desktop or laptop. The entire team will share one printer and one projector which will be procured from state contract. General office supplies and postage are estimates but seem appropriate for the amount of activity expected for this office. If any computer equipment is available through government surplus the budget for the supplies category will be adjusted accordingly.

F. Contract:

TABLE 6: FEDERAL REQUEST

Name		Cost
1. To be selected	TBD	\$158,240
	TOTAL	\$158,240

NARRATIVE JUSTIFICATION: A total of \$158,240 for consultants are budgeted in the first year. Due to lack of resources, consultant hours will likely be needed to assist the Program Team to complete much of the background research and technological infrastructure assessments needed for the Exchange planning process. Evaluation costs are also expected to increase as additional data becomes available for collection, analysis and reporting as the Exchange planning process advances. Additional funds are needed for material costs, evaluation instruments and possibly establishing a data warehouse.

All consultant/contractual allocations of funds will be made following the state procurement process. This will include issuing a formal request for proposals and negotiating a contract(s) which includes all applicable federal, ARRA, and state rules and regulations. Drafts of both the RFP and Contract will be submitted to the grantor for approval before issuance. The four contracts above have been tentatively identified but all contractual needs will be reviewed once the statewide coordinator and project director have been hired. All cost estimates were derived by engaging stakeholder groups and state procurement officials.

G. Construction: NOT ALLOWED

H. Other:

TABLE 7: FEDERAL REQUEST

Item	Rate	Cost
1. Meeting Support	Meeting cost for 10 meetings	\$5,000
2. AHCCCS	Approximately \$200,000 will be distributed to AHCCCS for evaluation of its eligibility and enrollment systems, data analysis and program and policy support as anticipated in this application.	\$200,000
3. DOI	Approximately \$200,000 will be distributed to DOI for its evaluation of how its regulatory authority can be leveraged for the purposes of the Exchange, data analysis and program and policy support as anticipated in this application.	\$200,000

Item	Rate	Cost
	TOTAL	\$405,000

NARRATIVE JUSTIFICATION: Funds for meeting expenses for both stakeholder and other planning meetings will be used to cover, among other things, room rental and program-related expenses, such as printing materials, and audio visual cost, which the State is not able to provide, and accommodations for individuals with disabilities. Cost estimates are based on past experiences with the Health Information Exchange grants and others. On average local stakeholder engagement meetings have cost \$500 each.

TOTAL DIRECT COSTS:

FEDERAL REQUEST: \$927,256

NON-FEDERAL MATCH: \$0

TOTAL INDIRECT COSTS (9.12% charged against all categories with the exception of only the 1st \$25k of the Contractual Category):

FEDERAL REQUEST: \$72,414

NON-FEDERAL MATCH: \$0

TOTAL PROJECT COSTS: Sum of Total Direct Costs and Indirect Costs

FEDERAL REQUEST: \$999,670

NON-FEDERAL MATCH: \$0

TABLE 9: BUDGET SUMMARY

Category	Federal Request	Non-Federal Match	Total
Personnel	\$257,500	\$0	\$257,500
Fringe	\$79,516	\$0	\$79,516
Travel	\$12,000	\$0	\$12,000
Equipment	0	\$0	0
Supplies	\$15,000	\$0	\$15,000
Contractual	\$158,240	\$0	\$158,240
Other	\$405,000	\$0	\$405,000
Total Direct Costs*	\$927,256	\$0	\$927,256
Indirect Costs	\$72,414	\$0	\$72,414
Total Project Costs	\$999,670	\$0	\$999,670