

	lines will be utilized by this contract	
Repairs and Maintenance Office	\$1,500/mo. X 12/mos. X 7% space utilization for this contract	\$1,260
Insurances	\$40,000/Yr. X 5% allocation	\$2,000
Copier Lease	\$600/month X 12/months X 10% usage by this contract	\$720
Registration to attend Training Conference	\$500/per key staff X 2/staff	\$1,000
	TOTAL	\$19,176

Justification: Rent for office for the project director, program director, clinical director, research assistance and Data manager offices will be allocated based on direct time spend on this project. The three counselor's offices, and the offices for the Clinical Director and Supervisor based on actual time on this contract, plus the cubicle for the Research Assistant, based on actual time on the contract will be allocated 100% to this project. The total square feet to be utilized by this contract is 700 or 7% of the 10,000 square foot building. Staffs need offices and/or cubicles in order to provide services in a confidential manner. Utilities including but not limited to electricity, water and sewer, and security system. Utilities are allocated based on square feet. The cost assign is based on square footage to be utilized by staff listed in the personnel section. SCAN rents office space from Las Plazas of Laredo Corporation. No SCAN Board member, officer or employee is related to any owner or director of Las Plazas of Laredo Corporation. SCAN's administrative staffs (CEO, CFO, accountants, human resource staff, etc.) are in a different office and those expenses are charged through the indirect cost rate. **Communications** including but not limited to local telephone service and long distance service, and internet. Communication is allocated based on number of phones/internet lines and program related long distance calls. It is expected that this project will utilize approximately 7% of the communication costs. **Normal repairs and maintenance** of the program offices, the computer network assigned to this contract, and office equipment is based on historical data and allocated based on square feet. **Insurance** which consists of General Liability Insurance, Professional Liability Insurance, and Content Insurance are mandated by federal, state and agency for all programs. This line item is allocated based on FTEs and or square feet utilized by this project. Based on history data the estimated cost assigned to this contract is 5% of the cost. **Registration** for two key contract persons to attend a training conference once per year on drug court. Clinical Director and Evaluator will gain new tactics, insights and increased ability to improve the success of our Juvenile Treatment Drug Court.

TOTAL SCAN CONTRACTUAL DIRECT COSTS: \$197,889

Contractual Indirect Cost	Computation	Federal Request
Federal Request		
13.7%	\$197,889 X 13.7% =	\$27,111
	Total	\$27,111

JUSTIFICATION: SCAN, Inc. had a negotiated indirect costs rate that was last approved by the Dept. of Health and Human Services in June 2013 and is applied to all direct costs incurred, per the negotiated agreement. A copy of the fully executed, negotiated, indirect