

UAACOG BOARD REPORT
February 17, 2010

DEPARTMENT/PROGRAM: Loan Servicing/Human Resources/Fiscal

SUBMITTED BY: Carol Roberts, Deputy Fiscal Officer

REPORTING PERIOD: through 01-31-10 for loans; through 01-29-10 for payroll

PURPOSE: To assist in administering the day-to-day operations of the UAACOG fiscal needs; process payroll bi-weekly; service loan payments and disbursements; administer employee health, life, dental, vision and AFLAC insurances; address any employee requests for assistance or information needed

GOALS: Continue to provide assistance & information to staff, clients, and vendors in a timely manner

<i>Number of Clients planned</i>	<i>Number of Clients served</i>
	102 employees paid YTD as of 01-29-10, including 4 WIA clients for a YTD gross of appr. \$170,000. 96 active loans.

(Program year runs: COG Fiscal Year 1-1-10 through 12-31-10)

<i>Budget</i>	<i>YTD Spent</i>	<i>% of Funds Spent</i>	<i>% of Year expired</i>

Expected changes to budget? n/a

Highlights: Getting final adjustments, expenditures and receivables processed for Fiscal Year end 2009 and getting a FINAL closing for the 2009 audit is the top priority, aiming to be completed by the end of February.

The 2010 Indirect Cost Proposal is being submitted for approval. The estimated indirect rate for 2010 is 9.4184%, compared to the estimated 9.1318% for 2009, which, before final 2009 closeouts is actually 7.4284%

Working on Schedule of Federal Financial Assistance worksheets for the auditor.

The second draft of the Sick Leave Bank policy will be submitted to the Agency Attorney for second review, at her request. Final draft is expected to be presented to the Board at the April 2010 meeting for approval.

Heads Up aka "DUCK": n/a

Letters, notes, testimonials, client stories: n/a