

RICHMOND HOUSING AUTHORITY (RHA)
Housing Advisory Commission Meeting

DATE: Monday, April 17, 2023 TIME: 3:30 p.m.

LOCATION: Richmond Room (1st floor) 450 Civic Center Plaza, Richmond CA 94804

The meeting will be in person. If you need to access the meeting online the information to access ZOOM is below. Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://ci-richmond-ca-us.zoom.us/j/97785565500?pwd=cTQ5Vm9CdIhGWkIhRnV4eFh2Tyt0Zz09>

Passcode: 968717 Webinar ID: 977 8556 550

Or join by phone: Dial (for higher quality, dial a number based on your current location) US: +1 669 444 9171 or +1 669 900 6833 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799

Public comments may be submitted in multiple ways:

1. Via email to aarredondo@rhaca.org **by 1:30 p.m. on April 17, 2023** or during the meeting as set forth below. Email must contain in the subject line public comments – not on the agenda or public comments – agenda item #. Email must contain in the subject line **public comments – not on the agenda or public comments – agenda item #.**
2. Via mail received by 1:30 p.m. Monday, April 17, 2023, sent to Richmond Housing Authority 450 Civic Center Plaza, Second Floor, Richmond, CA 94804.
3. Via phone voice message received by 1:30 p.m. Monday, April 17, 2023, phone: 510-621-1300. Please leave your comment on the voicemail or with staff member that answers the phone.
4. In person, please fill out a comment card to be called upon when the item is heard.
5. Via zoom during the meeting please press the raise hand function or *9 if accessing by phone when the item gets called.

Comments received by 1:30 p.m. April 17, 2023, during the day of the meeting will be handled as follows:

All email, phone, and mail comments received **by 1:30 p.m. on April 17, 2023**, will be provided to the Commissioners.

Record of all public comments:

All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

Accessibility for Individuals with Disabilities

Upon request, the RHA will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language

interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested. Requests should be emailed to aarredondo@rhaca.org or submitted by phone at 510-620-1300. Requests can be made by mail to Gabino Arredondo 450 Civic Center Plaza, 2nd Floor, Richmond, CA 94804. Requests will be granted whenever possible and resolved in favor of accessibility.

Commissioners

Carol Hegstrom
Chair

Jaycine Scott
Vice-Chair

Dena Nelson
Secretary

Philena Cosby

Toni Autry

Y'Anad Burrell

Cesar Zepeda
Council Liaison

AGENDA

1. Call to Order and Pledge of Allegiance (1 min.)
2. Roll Call (1 min.)
3. Welcome and Meeting Procedures (1 min.) – Individuals who would like to address the commission on matters not listed on the Agenda may do so under Open Forum. Please file a speaker's card with the note taker prior to the commencement of Open Forum. Individuals, who want to comment on an individual item, please file a speaker's card before the item is called. The standard amount of time for each speaker will be three minutes.
4. Agenda Review and Adoption (4 min.)
The order in which items will be heard may be adjusted at this time. Items may be removed from the Agenda at this time.
5. Approval of Minutes (1 min.)
6. Introduction of Invited Guests
7. Executive Director's Update
8. Housing Advisory Commissioners' Reports (3 min.)
9. Recommendations to the Housing Authority Board of Commissioners (3 min.).
 - ADOPT a resolution approving a fourth contract amendment with Intergraded Security Management Group (ISMG) for security services at Nevin Plaza, in the amount of \$211,000, for a total contract amount not to exceed \$2,389,511.
 - ADOPT a resolution approving the Title 2 Code of Federal Regulations 200 Compliant Version Cost Allocation Plan - Richmond Housing Authority/Finance Department
 - REVIEW and APPROVE Annual Public Housing Authority Plan
10. Open Forum (Limit to 3 minutes per person)
11. Old Business
Asset Repositioning Update
 - Nevin Plaza
 - Hacienda
 - Nystrom
 - Richmond Village

Commissioners

**Carol Hegstrom
Chair**

**Jaycine Scott
Vice-Chair**

**Dena Nelson
Secretary**

Philena Cosby

Toni Autry

Y’Anad Burrell

**Cesar Zepeda
Council Liaison**

15. Next Scheduled Meeting – May 8, 2023

This Commission meets every 2nd Monday at 3:30 p.m. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact ADA Coordinator, at (510) 620-6509 before the meeting date. At 4:30 p.m., any items remaining on the Agenda that require immediate attention may be moved to this time.



Richmond Housing Authority (RHA)

Economic Development

AGENDA REPORT

DATE:	April 18, 2023
TO:	Chair Martinez and Members of the Board of Commissioners of the Richmond Housing Authority
FROM:	Nannette Beacham, Director of Economic Development Gabino Arredondo, RHA Interim Executive Director
Subject:	Contract Amendment With Intergraded Security Management Group For Security Services
FINANCIAL IMPACT:	Funding for this service is pursuant to the U.S. Housing and Urban Development annual allocation of Operating Subsidy and Rent from Public Housing residents (\$211,000, FY 2022-23 44444191-400218).
PREVIOUS COUNCIL ACTION:	6/15/2021, 9/15/2020, 7/23/2019
STATEMENT OF THE ISSUE:	The Richmond Housing Authority required security services at Nevin Plaza. This proposed amendment would increase the total contract compensation by \$211,000 to pay unpaid invoices and close out the contract with Intergraded Security Management Group since Nevin Plaza has been transferred to a new owner.
RECOMMENDED ACTION:	ADOPT a resolution approving a fourth contract amendment with Intergraded Security Management Group (ISMG) for security services at Nevin Plaza, in the amount of \$211,000, for a total contract amount not to exceed \$2,389,511 - Richmond Housing Authority (Gabino Arredondo 510-620-6606).

DISCUSSION:

As part of its oversight of the Nevin Plaza housing complex, the Richmond Housing Authority (RHA) required, and the RHA Board of Commissioners approved a contract with Intergraded Security Management Group (ISMG) for security services. The property has now been transferred to a new owner. This fourth and final proposed contract amendment seeks authority to increase the payment limit by \$211,000 to resolve the remaining unpaid invoices and close out the contract with ISMG.

In 2018, RHA completed a competitive selection process to procure security services. On November 27, 2018, the Request for Proposals (RFP) for Unarmed Security Guard Services was posted. Through Bids Online, 487 vendors were notified of the RFP and 24 prospective bidders downloaded the RFP. Throughout the RFP open period, prospective bidders had opportunities to ask questions and receive answers to their inquiries on Bids Online.

Responses to the RFP were due on December 19, 2018. Thirteen proposals were received. City staff conducted a two-step process to evaluate and select the best security services contractor for the RHA. First, the proposals were evaluated by a panel consisting of representatives from RHA, the Richmond Police Department, Oakland Housing Authority, and the City's Public Works and Finance Departments. Four proposals were identified as the top candidates and were invited to be interviewed. The committee provided additional questions to the vendors and requested additional responses.

City staff recommended and the RHA Board approved a contract with ISMG as the contractor to service RHA properties for security services based on their experience working with other housing authorities with diverse populations.

The performance of ISMG has continued to be satisfactory; therefore, RHA is seeking a fourth contract amendment to increase the payment limit amount by \$211,000, for a total not-to-exceed amount of \$2,389,511, to pay unpaid invoices and close out the ISMG security services contract at Nevin Plaza. The security contract funds up to two security personnel at Nevin Plaza.

DOCUMENTS ATTACHED:

Attachment 1 - Resolution

Attachment 2 - Contract Amendment # 4

Attachment 3 - Original to Contract Amendment # 3

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING A FOURTH
CONTRACT AMENDMENT WITH INTERGRADED SECURITY MANAGEMENT
GROUP FOR SECURITY SERVICES AT NEVIN PLAZA TO INCREASE THE
CONTRACT AMOUNT OF \$211,000, FOR A TOTAL NOT TO EXCEED
CONTRACT AMOUNT OF \$2,389,511**

WHEREAS, the Richmond Housing Authority (RHA) entered into a Public Housing Authority Recovery and Sustainability (PHARS) agreement with the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, RHA remains obligated and committed to performing all HUD required functions, and providing quality service to local program participants; and

WHEREAS, RHA owns and manages 100 units of rental housing; and

WHEREAS, the RHA requires security services for one Public Housing Development known as the Nevin Plaza; and

WHEREAS, Nevin Plaza apartments is currently occupied by senior and disabled households; and

WHEREAS, after a comprehensive procurement process Intergraded Security Management Group (ISMG) was chosen as the preferred security services contractor; and

WHEREAS, ISMG is offering services that are consistent with RHA needs and service expectations; and

WHEREAS, ISMG is amenable to RHA modifying the services in response to RHA's changing needs; and

WHEREAS, the contract amendment will facilitate the payment of unpaid invoices and close out the contract with ISMG due to the transfer of the property to a new owner.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA THAT the Executive Director is authorized to execute a contract amendment with ISMG for security services at Nevin Plaza to increase the contract compensation by \$211,000 for a total contract compensation amount not to exceed \$2,389,511.

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to take all actions necessary to implement this resolution.

I certify that the foregoing resolution was passed and adopted by the Richmond Housing Authority Board of Commissioners held on April 18, 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Chairperson

ATTEST:

Secretary

Approved as to Form:

DAVID J. ALESHIRE
CITY ATTORNEY
CITY OF RICHMOND

**RICHMOND HOUSING AUTHORITY
CONTRACT AMENDMENT**

Department: Richmond Housing Authority	Project Manager: Gabino Arredondo
Project Manager E-mail: aarredondo@rhaca.org	Project Manager Phone No. 510-620-6606
P.R.	Contract/P.O. No. 4881/23200575
Description of Services : Unarmed security guard services for the public housing developments	
Amendment No. 4 modifies the: ☐ Term and Payment Limit ☒ Payment Limit ☐ Term ☐ Service Plan	

The parties to this Contract Amendment do mutually agree and promise as follows:

1. Parties. The parties to this Contract Amendment are the Housing Authority of the City of Richmond, California (Authority), and the following named Contractor:

Contractor Name: Intergraded Security Management Group

Street Address: 10201 Trademark Street Suite C

City, State, Zip Code: Rancho Cucamonga, CA 91730

Contact Person: Emilio Olguin

Telephone: 909-510-4358

Email: Emilio@ismg.co

Business License No: 40059006 / Expiration Date: 12/31/2023

A California [X] corporation, [] limited liability corporation [] general partnership, [] limited partnership, [] individual, [] non-profit corporation,
[] individual dba as [specify:] _____
[] other [specify:] _____

2. Purpose. This Contract Amendment is being entered into to amend the Contract between Authority and Contractor which was approved by the Board of Commissioners of the Housing Authority of the City of Richmond or executed by the Authority's Executive Director on August 1, 2019. Said contract shall hereinafter be referred to as the "Original Contract" and is incorporated herein by reference.

3. Original Contract Provisions. The parties hereto agree to continue to abide by those terms and conditions of the Original Contract, and any amendments thereto, which are unaffected by this Contract Amendment.

4. Amendment Provisions. This Contract Amendment is subject to the Amendment Provisions attached hereto, which are incorporated herein by reference, and which control over any conflicting provisions of the Original Contract, or any amendment thereto.

Contract Amendment between the Housing
Authority of the City of Richmond and
Intergraded Security Management Group

Amendment No. 4

Contract No. 4881

5. City of Richmond Business License Active Status Maintained. Pursuant to Municipal Code Section 7.04.030, the Contractor must maintain its City of Richmond business license before any provision of this Contract Amendment will be deemed to take effect.

6. Signatures. These signatures attest the parties' agreement hereto:

THE HOUSING AUTHORITY FOR THE
CITY OF RICHMOND, CALIFORNIA

By _____

Title: _____

List of Attachments:

1. Amendment Provisions

CONTRACTOR:

(*The Corporation Chairperson of the Board, President or Vice-President should sign on the line below.)

By _____

Title: _____

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign on the line below.)

By: _____

Title: _____

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit organization, this Contract (1) should be signed by the Chairperson of the Board, President or Vice-President and the Chief Financial Officer, Secretary or Assistant Secretary; (2) should have both signatures conform to designated representative groups pursuant to Corporations Code Section 313; and (3) should be accompanied by completed notary acknowledgment forms)
(Complete the notary acknowledgments attached hereto)

AMENDMENT PROVISIONS (PAYMENT LIMIT)

1. Paragraph 3 (Payment Limit) of the Original Contract is hereby amended to increase the payment limit by \$ 211,000. Paragraph 3 of the Original Contract is amended to read as follows:

3. Payment Limit. Authority's total payments to Contractor under this Contract shall not exceed \$ 2,389,511."

The Authority shall not pay for services that exceed the Contract Payment Limit without the prior written approval of the Authority's Executive Director if the total Contract amount does not exceed \$10,000 or without the prior approval of the Board of Commissioners if the total Contract amount is over \$10,000.

**RICHMOND HOUSING AUTHORITY
CONTRACT AMENDMENT**

Department: Richmond Housing Authority	Project Manager: Nannette J. Beacham
Project Manager E-mail:	Project Manager Phone No. 510-621-1309
P.R.	Contract/P.O. No. 4881/14079
Description of Services : Unarmed security guard services for the public housing developments	
Amendment No. 3 modifies the:	
X Term and Payment Limit ☐ Payment Limit ☐ Term ☐ Service Plan	

The parties to this Contract Amendment do mutually agree and promise as follows:

1. Parties. The parties to this Contract Amendment are the Housing Authority of the City of Richmond, California (Authority), and the following named Contractor:

Contractor Name: Intergraded Security Management Group

Street Address: 10201 Trademark Street Suite C

City, State, Zip Code: Rancho Cucamonga, CA 91730

Contact Person: Emilio Olguin

Telephone: 909-510-4358

Email: Emilio@ismg.co

Business License No: 40059006

/ Expiration Date: 7/30/2021

A California ☒ corporation, ☐ limited liability corporation ☐ general partnership, ☐ limited partnership, ☐ individual, ☐ non-profit corporation,
☐ individual dba as [specify:] _____
☐ other [specify:] _____

2. Purpose. This Contract Amendment is being entered into to amend the Contract between Authority and Contractor which was approved by the Board of Commissioners of the Housing Authority of the City of Richmond or executed by the Authority's Executive Director on August 1, 2019. Said contract shall hereinafter be referred to as the "Original Contract" and is incorporated herein by reference.

3. Original Contract Provisions. The parties hereto agree to continue to abide by those terms and conditions of the Original Contract, and any amendments thereto, which are unaffected by this Contract Amendment.

4. Amendment Provisions. This Contract Amendment is subject to the Amendment Provisions attached hereto, which are incorporated herein by reference, and which control over any conflicting provisions of the Original Contract, or any amendment thereto.

Contract Amendment between the Housing
Authority of the City of Richmond and
Intergraded Security Management Group

Amendment No. 3

Contract No. 4881

5. City of Richmond Business License Active Status Maintained. Pursuant to Municipal Code Section 7.04.030, the Contractor must maintain its City of Richmond business license before any provision of this Contract Amendment will be deemed to take effect.

6. Signatures. These signatures attest the parties' agreement hereto:

THE HOUSING AUTHORITY FOR THE
CITY OF RICHMOND, CALIFORNIA

By

Title: Executive Director

CONTRACTOR:

Intergraded Security Management Group

(*The Corporation Chairperson of the Board, President or Vice-President should sign on the line below.)

By

Title: Vice President

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign on the line below.)

By

Title: Secretary

List of Attachments:

1. Amendment Provisions

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit organization, this Contract (1) should be signed by the Chairperson of the Board, President or Vice-President and the Chief Financial Officer, Secretary or Assistant Secretary; (2) should have both signatures conform to designated representative groups pursuant to Corporations Code Section 313; and (3) should be accompanied by completed notary acknowledgment forms) (Complete the notary acknowledgments attached hereto)

Contract Amendment between the Housing
Authority of the City of Richmond and
Intergraded Security Management Group

Amendment No. 3

Contract No. 4881

AMENDMENT PROVISIONS (TERM AND PAYMENT LIMIT)

1. Paragraph 2 (Term) of the Original Contract is hereby amended to extend the Contract term. Paragraph 2 of the Original Contract is amended to read as follows:

"2. Term. The effective date of this Contract is 08/01/2019
and it terminates 8/01/2023 unless sooner terminated as provided herein."

2. Paragraph 3 (Payment Limit) of the Original Contract is hereby amended to increase the payment limit by \$ 774,939. Paragraph 3 of the Original Contract is amended to read as follows:

3. Payment Limit. Authority's total payments to Contractor under this Contract shall not exceed \$ 2,178,511."

The Authority shall not pay for services that exceed the Contract Payment Limit without the prior written approval of the Authority's Executive Director if the total Contract amount does not exceed \$10,000 or without the prior approval of the Board of Commissioners if the total Contract amount is over \$10,000.

**RICHMOND HOUSING AUTHORITY
CONTRACT AMENDMENT**

Department: Richmond Housing Authority	Project Manager: Nannette J. Beacham
Project Manager E-mail:	Project Manager Phone No. 510-621-1309
P.R.	Contract/P.O. No. 4881/14079
Description of Services : Unarmed security guard services for the public housing developments	
Amendment No. 2 modifies the:	
☐ Term and Payment Limit ☒ Payment Limit ☐ Term ☐ Service Plan	

The parties to this Contract Amendment do mutually agree and promise as follows:

1. Parties. The parties to this Contract Amendment are the Housing Authority of the City of Richmond, California (Authority), and the following named Contractor:

Contractor Name: Intergraded Security Management Group

Street Address: 10201 Trademark Street Suite C

City, State, Zip Code: Rancho Cucamonga, CA 91730

Contact Person: Emilio Olguin

Telephone: 909-510-4358

Email: Emilio@ismg.co

Business License No: 40059006 / Expiration Date: 7/30/2020

A California ☒ corporation, ☐ limited liability corporation ☐ general partnership, ☐ limited partnership, ☐ individual, ☐ non-profit corporation,
☐ individual dba as [specify:] _____
☐ other [specify:] _____

2. Purpose. This Contract Amendment is being entered into to amend the Contract between Authority and Contractor which was approved by the Board of Commissioners of the Housing Authority of the City of Richmond or executed by the Authority's Executive Director on August 1, 2019. Said contract shall hereinafter be referred to as the "Original Contract" and is incorporated herein by reference.

3. Original Contract Provisions. The parties hereto agree to continue to abide by those terms and conditions of the Original Contract, and any amendments thereto, which are unaffected by this Contract Amendment.

4. Amendment Provisions. This Contract Amendment is subject to the Amendment Provisions attached hereto, which are incorporated herein by reference, and which control over any conflicting provisions of the Original Contract, or any amendment thereto.

Contract Amendment between the Housing Authority of the City
of Richmond and
Intergraded Security Management Group

Amendment No. 2

Contract No. 4881

5. City of Richmond Business License Active Status Maintained. Pursuant to Municipal Code Section 7.04.030, the Contractor must maintain its City of Richmond business license before any provision of this Contract Amendment will be deemed to take effect.

6. Signatures. These signatures attest the parties' agreement hereto:

THE HOUSING AUTHORITY FOR THE
CITY OF RICHMOND, CALIFORNIA

By

Title:

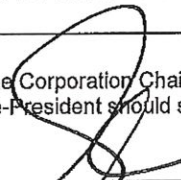

Executive Director

CONTRACTOR:

(*The Corporation Chairperson of the Board, President or Vice-President should sign on the line below.)

By

Title:


Vice President

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign on the line below.)

By

Title:


Secretary

List of Attachments:

1. Amendment Provisions

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit organization, this Contract (1) should be signed by the Chairperson of the Board, President or Vice-President and the Chief Financial Officer, Secretary or Assistant Secretary; (2) should have both signatures conform to designated representative groups pursuant to Corporations Code Section 313; and (3) should be accompanied by completed notary acknowledgment forms)
(Complete the notary acknowledgments attached hereto)

Contract Amendment between the Housing Authority of
the City of Richmond and
Intergraded Security Management Group

Amendment No. 2

Contract No. 4881

AMENDMENT PROVISIONS (PAYMENT LIMIT)

1. Paragraph 3 (Payment Limit) of the Original Contract is hereby amended to increase the payment limit by \$ 667,732. Paragraph 3 of the Original Contract is amended to read as follows:

3. Payment Limit. Authority's total payments to Contractor under this Contract shall not exceed \$ 1,403,572."

The Authority shall not pay for services that exceed the Contract Payment Limit without the prior written approval of the Authority's Executive Director if the total Contract amount does not exceed \$10,000 or without the prior approval of the Board of Commissioners if the total Contract amount is over \$10,000.

**RICHMOND HOUSING AUTHORITY
CONTRACT AMENDMENT**

Department: Richmond Housing Authority	Project Manager: Nannette J. Beacham
Project Manager E-mail:	Project Manager Phone No. 510-621-1309
P.R.	Contract/P.O. No. 4881/14079
Description of Services : Unarmed security guard services for the public housing developments	
Amendment No. modifies the:	
☐ Term and Payment Limit ☐ Payment Limit ☒ X Term ☐ Service Plan	

The parties to this Contract Amendment do mutually agree and promise as follows:

1. Parties. The parties to this Contract Amendment are the Housing Authority of the City of Richmond, California (Authority), and the following named Contractor:

Contractor Name: Intergraded Security Management Group

Street Address: 10201 Trademark Street Suite C

City, State, Zip Code: Rancho Cucamonga, CA 91730

Contact Person: Emilio Olguin

Telephone: 909-510-4358

Email: Emilio@ismg.co

Business License No: 40059006 / Expiration Date: 7/30/2020

A California ☒ corporation, ☐ limited liability corporation ☐ general partnership, ☐ limited partnership, ☐ individual, ☐ non-profit corporation,
☐ individual dba as [specify:] _____
☐ other [specify:] _____

2. Purpose. This Contract Amendment is being entered into to amend the Contract between Authority and Contractor which was approved by the Board of Commissioners of the Housing Authority of the City of Richmond or executed by the Authority's Executive Director on August 1, 2019. Said contract shall hereinafter be referred to as the "Original Contract" and is incorporated herein by reference.

3. Original Contract Provisions. The parties hereto agree to continue to abide by those terms and conditions of the Original Contract, and any amendments thereto, which are unaffected by this Contract Amendment.

4. Amendment Provisions. This Contract Amendment is subject to the Amendment Provisions attached hereto, which are incorporated herein by reference, and which control over any conflicting provisions of the Original Contract, or any amendment thereto.

Contract Amendment between the Housing Authority of the City
of Richmond and
Intergraded Security Management Group

Amendment No. 1

Contract No. 4881

5. City of Richmond Business License Active Status Maintained. Pursuant to Municipal Code Section 7.04.030, the Contractor must maintain its City of Richmond business license before any provision of this Contract Amendment will be deemed to take effect.

6. Signatures. These signatures attest the parties' agreement hereto:

THE HOUSING AUTHORITY FOR THE
CITY OF RICHMOND, CALIFORNIA

By

Title:

Harold Beach
Executive Director

CONTRACTOR:

Intergraded Security Management Group

(*The Corporation Chairperson of the Board, President or Vice-President should sign on the line below.)

By

Title:

Emilio Olguin

Vice President

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign on the line below.)

By

Title:

Ashley Olguin

Secretary

List of Attachments:

1. Amendment Provisions

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit organization, this Contract (1) should be signed by the Chairperson of the Board, President or Vice-President and the Chief Financial Officer, Secretary or Assistant Secretary; (2) should have both signatures conform to designated representative groups pursuant to Corporations Code Section 313; and (3) should be accompanied by completed notary acknowledgment forms)
(Complete the notary acknowledgments attached hereto)

Contract Amendment between the Housing Authority of
the City of Richmond and
Intergraded Security Management Group

Amendment No. 1

Contract No. 4881

AMENDMENT PROVISIONS (TERM)

1. Paragraph 2 (Term) of the Original Contract is hereby amended to extend the Contract term. Paragraph 2 of the Original Contract is amended to read as follows:

"2. Term. The effective date of this Contract is 08/01/2019 and it terminates 8/01/2021 unless sooner terminated as provided herein."

RICHMOND HOUSING AUTHORITY
PURCHASE OF SERVICES CONTRACT

Project Mgr: Nannette J. Beacham Project Mgr Phone No: (510)621-1309
Project Description: Unarmed security guard services for the public housing developments

The parties to this Purchase of Services Contract (Contract) do mutually agree and promise as follows:

1. Parties. The parties to this Contract are the Housing Authority of the City of Richmond, California, (Authority) and the following named Contractor:

(NAME) Intergraded Security Management Group

(Street Address) 10201 Trademark Street Suite C

(City, State, Zip Code) Rancho Cucamonga, CA

(Taxpayer ID No.) 27-2646690

(Vendor No.)

(Richmond Business License No.) 40059006 (Expiration Date) 07/30/2020

An California ☒ corporation, ☐ partnership, ☐ private individual, ☐ nonprofit corporation, ☐ religious institution, ☐ sole proprietor, ☐ other

(Please check appropriate box)

2. Term. The effective date of this Contract is 08/01/2019 and it terminates 08/01/2020 unless terminated as provided herein.
3. Payment Limit. Authority's total payments to Contractor under this Contract shall not exceed \$ 735,840. The Authority shall not pay for services that exceed the Contract Payment Limit without the prior written approval of the Authority's Executive Director if the total contract amount does not exceed \$10,000 or without the prior approval of the Board of Commissioners if the total contract amount is over \$10,000.
4. Contractor's Obligations. Contractor shall provide those services and carry out that work described in the Service Plan which is attached hereto and, is incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

Authority's Obligations. Authority shall make to the Contractor those payments described in the Payment Provisions attached hereto which are incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

6. General and Special Conditions. This Contract is subject to the General Conditions and Special Conditions (if any), which are attached hereto and are incorporated herein by reference, subject to all the terms and conditions contained or incorporated herein.

7. Signatures. These signatures attest the parties' agreement hereto:

HOUSING AUTHORITY OF
THE CITY OF RICHMOND

By *Hannah Beacham*
Title *Executive Director*
Date Signed *09/25/2019*

CONTRACTOR:

Emilio Olguin

Digitally signed by Emilio Olguin
DN: cn=Emilio Olguin, o=ISMG, ou,
email=emilio@ismg.co, c=US
Date: 2019.08.22 14:59:22 -07'00'

By Emilio Olguin
Title Vice President
Date Signed 08/01/2019

LIST OF ATTACHMENTS:

Service Plan
Payment Provisions
Insurance Provisions
General Conditions
Special Conditions

(*The Corporation Chief Financial Officer, Secretary or Assistant Secretary should sign below.)

By **Emilio Olguin**
Digitally signed by Emilio Olguin
DN: cn=Emilio Olguin, o=ISMG, ou,
email=emilio@ismg.co, c=US
Date: 2019.08.22 14:59:59 -07'00'

Title CFO
Date Signed 08/01/2019

(NOTE: Pursuant to California Corporations Code Section 313, if Contractor is a corporation or nonprofit corporation, this Contract (1) must be signed by (a) the Chairperson of the Board, President or Vice President and (b) the Secretary, any Assistant Secretary, the Chief Financial Officer or any Assistant Treasurer

SERVICE PLAN

See the Special Conditions page.

PAYMENT PROVISIONS

(PLEASE NOTE THAT THE HOUSING AUTHORITY OF THE CITY OF RICHMOND SHALL NOT PAY FOR SERVICES THAT EXCEED THE CONTRACT PAYMENT LIMIT WITHOUT THE PRIOR WRITTEN APPROVAL OF THE ADMINISTRATOR IF THE TOTAL EXCESS CONTRACT AMOUNT DOES NOT EXCEED \$10,000.00 OR WITHOUT THE PRIOR APPROVAL OF THE AGENCY BOARD IF THE TOTAL EXCESS CONTRACT AMOUNT IS OVER \$10,000.00.)

1. Provided Contractor is not in default under this Contract, Contractor shall be compensated as provided below.
2. Any and all payments made pursuant to this Contract shall be subject to the Contract Payment Limit. The Payment Limit includes expenses (phones, photo copying, meals and travel, etc). Invoices, shall be adequately detailed, based on accurate records, and be in a form reasonably satisfactory to the Authority. Contractor may be required to provide back-up material upon request.
3. Contractor shall submit timely invoices to the following address:

Attention: Accounts Payable, Finance
Department Project Manager: Nannette J. Beacham
P. O. Box 4046
Richmond, CA 94804-0046
4. All invoices that are submitted by Contractor shall be subject to the approval of the Authority's Project Manager, Emilio Olguin before payments shall be authorized.
5. The Authority shall pay invoice(s) within 45 days after completion of services to the Authority's satisfaction. Authority shall not pay late fees or interest.
6. A business license from the City of Richmond shall be obtained before any" payment under this Contract shall be authorized and the business license must be kept current during the term of this Contract for payments to continue to be authorized.
7. All insurance coverage required by this Contract shall be provided by the Contractor before any payment under this Contract shall be authorized and the insurance coverage must be kept current during the term of this Contract for payments to continue to be authorized.

INSURANCE PROVISIONS

During the entire term of this Contract and any extension or modification thereof, the Contractor shall keep in effect insurance policies meeting the insurance requirements specified in the insurance provisions which are attached hereto and incorporated herein by this reference.

GENERAL CONDITIONS

1. Compliance with Law. CONTRACTOR shall be subject to and comply with all Federal, State and local laws and regulations applicable with respect to its performance under this Contract, including but not limited to, licensing, employment and purchasing practices; and wages, hours, and conditions of employment.
2. Inspection. CONTRACTOR's performance, place of business and records pertaining to this Contract are subject to monitoring, inspection, review and audit by authorized representatives of the AUTHORITY, the State of California, and the United States Government.

Records.

- 3.1 CONTRACTOR shall keep and make available for inspection and copying by authorized representatives of the AUTHORITY, the State of California, and the United States Government, the CONTRACTOR's regular business records and such additional records pertaining to this Contract as may be required by the AUTHORITY.
- 3.2 CONTRACTOR shall retain all documents pertaining to this Contract for a period of five years after this Contract's termination (or for any further period that is required by law) and until all Federal or State audits are complete and exceptions resolved for this contract's funding period. Upon request, CONTRACTOR shall make these records available to authorized representatives of the AUTHORITY, the State of California, and the United States Government.

4. Reporting Requirements. CONTRACTOR shall include in all documents or written reports completed and submitted to AUTHORITY in accordance with this Contract a separate section listing the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of each such document or written report.

5. Termination.

- 5.1 Written Notice. This Contract may be terminated by either party, at their sole discretion, upon thirty-day (30) advance written notice thereof to the other, and may be canceled immediately by written mutual consent.
- 5.2 Failure to Perform.
 - 5.2.1 The AUTHORITY upon written notice to CONTRACTOR, may immediately terminate this Contract should the CONTRACTOR fail to perform properly any of its obligations hereunder. In the event of such termination, the AUTHORITY may proceed with the work in any reasonable manner it chooses.

5.2.2 In lieu of termination, the AUTHORITY has the right to withhold payment to the CONTRACTOR when, in the opinion of the AUTHORITY expressed in writing to the CONTRACTOR,

5.2.2.1 The CONTRACTOR'S performance, in whole or in part, either has not been carried out or is insufficiently documented;

5.2.2.2 The CONTRACTOR has neglected, failed, or refused to furnish information or to cooperate with any inspection, review, or audit of its program, work, or records; or

5.2.2.3 The CONTRACTOR has failed to sufficiently itemize or document its demand(s) for payment.

5.3 Cessation of Funding. Notwithstanding Paragraph 5.1 above, in the event that Federal, State, or other non-AUTHORITY funding for this Contract ceases, this Contract may be terminated immediately by AUTHORITY upon written notice.

6. Entire Agreement. This Contract contains all the terms and conditions agreed upon by the parties. Except as expressly provided herein, no other understandings, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto.

7. Further Specifications for Operating Procedures. Detailed specifications of operating procedures and budgets required by this Contract, including but not limited to, monitoring, auditing, billing, or regulatory changes, may be developed and set forth in written Information Agreements between the CONTRACTOR and the AUTHORITY. Such Information Agreements shall be designated as such and shall not be amendments to this Contract except to the extent that they further detail or clarify that which is already required hereunder. Such Information Agreements may not enlarge in any manner the scope of this Contract, including any sums of money to be paid the CONTRACTOR as provided herein.

8. Modifications and Amendments.

8.1 General Amendments. This Contract may be modified or amended by a written document executed by this CONTRACTOR and the AUTHORITY'S Board of Commissioners or, after Board approval, by its designee, subject to any required State or Federal approval.

- 8.2 Administrative Amendments. Subject to the Payment Limit, the Payment Provisions and the Service Plan may be amended by a written administrative amendment executed by the CONTRACTOR and AUTHORITY's Executive Director subject to any required State or Federal approval, provided that such administrative amendments may not materially change the Payment Provisions or the Service Plan.
9. Disputes. Disagreements between the AUTHORITY and CONTRACTOR concerning the meaning, requirements, or performance of this Contract shall be subject to final determination, in writing, in accordance with the applicable procedures (if any) required by the State or Federal Government.
10. Choice of Law and Jurisdiction.
- 10.1 This Contract is made in Contra Costa County and shall be governed and construed in accordance with laws of the State of California.
- 10.2 Any action relating to this Contract shall be instituted and prosecuted in the courts of Contra Costa County, State of California.
11. Conformation with Federal and State Regulations. Should Federal or State regulations touching upon the subject of this Contract be adopted or revised during the term hereof, this Contract may be amended to assure conformance with such Federal or State requirements.
12. No Waiver by Authority. Subject to Paragraph 9 (Disputes) of these General Conditions, inspections or approvals, or statements by any officer, agent or employee of the AUTHORITY relating to the CONTRACTOR's performance, or payments therefor, or any combination of these acts, shall not relieve the CONTRACTOR'S obligation to fulfill this Contract as prescribed; nor shall the AUTHORITY be thereby stopped from bringing any action for damages or enforcement arising from any failure to comply with any of the terms and conditions of this Contract.
13. Subcontract and Assignment. This Contract binds the heirs, successors, assigns and representatives of CONTRACTOR. The CONTRACTOR shall not enter into subcontracts for any work contemplated under this Contract and shall not assign this Contract, nor any portion hereof or monies due or to become due, without the prior written consent of the AUTHORITY's Board of Commissioners or its designee, subject to any required State or Federal approval.
14. Independent Contract Status. This Contract is by and between two independent CONTRACTORS and is not intended to and shall not be construed to create the

relationship of agent, servant, employee, partnership, joint venture or association.

15. Conflicts of Interest. CONTRACTOR promises and attests that the CONTRACTOR and any members of its governing body shall avoid any actual or potential conflicts of interest. If CONTRACTOR is a corporation, CONTRACTOR agrees to furnish to the AUTHORITY upon demand a valid copy of its most recently adopted bylaws and also a complete and accurate list of its governing body (Board of Directors or Trustees) and to timely update said bylaws or the list of its governing body as changes in such governance occur.

16. Confidentiality.

16.1 CONTRACTOR agrees to comply with, and to require its employees, agents and partners to comply with, all applicable State or Federal statutes or regulations respecting confidentially, including but not limited to, the identity of persons served under this Contract, their records, or services provided them, and assures that:

16.1.1 All applications and records concerning any individual made or kept by CONTRACTOR or any public officer or agency in connection with the administration of or relating to services provided under this Contract will be confidential, and will not be open to examination for any purposes not directly connected with the administration of such service.

16.1.2 No person will publish or disclose or permit or cause to be published or disclosed, any list of persons receiving services, except as may be required in the administration of such service.

16.2 CONTRACTOR agrees to inform all employees, agents and partners of the above provisions, and that any person knowingly and intentionally disclosing such information other than as authorized by law may be guilty of a misdemeanor.

17. Nondiscrimination - CONTRACTOR. CONTRACTOR agrees to observe the provisions of Section 2.28.030 of the Municipal Code of the City of Richmond, obligating every CONTRACTOR under a Contract with the CITY for public work or for goods or for services to refrain from discriminatory employment or subcontracting practices on the basis of race, color, sex, sexual orientation, religious creed, national origin or ancestry of any employees, any applicant for employment for any potential subcontractor. Said Section 2.28.030 is, by this reference, made a part of this Contract.

18. Indemnification. The CONTRACTOR shall defend, save harmless and indemnify the AUTHORITY and its officers, agents and employees from any and all claims, costs and

liability for any damages, sickness, death or injury to persons or property arising from, or connected with, the operations or services of the CONTRACTOR or its agents, servants, employees or subcontractors hereunder, save and except claims or litigation arising from the sole negligence or willful misconduct of the AUTHORITY or its officers or employees. CONTRACTOR shall reimburse the AUTHORITY for any expenditures, including reasonable attorney's fees, incurred by the AUTHORITY in pursuit or defense of matters that are the subject of this indemnification. If requested by the AUTHORITY, the CONTRACTOR shall defend any claims or litigation to which this indemnification provision applies at the sole cost and expense of the CONTRACTOR.

19. Notices. All notices provided for by this Contract shall be in writing and may be delivered by deposit in the United States mail, postage prepaid. Notices to the AUTHORITY shall be addressed to the AUTHORITY's Executive Director. Notices to the CONTRACTOR shall be addressed to the CONTRACTOR's address designated herein. The effective date of notice to the CONTRACTOR shall be the date of receipt by CONTRACTOR. The effective date of notice to the AUTHORITY shall be the date of receipt by the AUTHORITY's Executive Director.
20. Primacy of General Conditions. Except for Special Conditions which expressly supersede General Conditions, the Special Conditions (if any) and Service Plan do not limit any term of the General Conditions.
21. Nonrenewal. CONTRACTOR understands and agrees that there is no representation, implication, or understanding that the services provided by CONTRACTOR under this Contract will be purchased or renewed by the AUTHORITY under a new contract following expiration or termination of this Contract, and waives all rights or claims to notice or hearing respecting any failure by AUTHORITY to continue the purchase of all or any failure to continue purchase of all or any such services from CONTRACTOR.
22. Possessory Interest. If this Contract results in the CONTRACTOR having possession of, claim to or right to the possession of land or improvements, but does not vest ownership of the land or improvements in the same person, or if this Contract results in the placement of taxable improvements on tax exempt land (Revenue and Taxation Code 107), such interest or improvements may represent a possessory interest subject to property tax, and CONTRACTOR may be subject to the payment of property taxes levied on such interest.
23. No Third-Party Beneficiaries. Notwithstanding mutual recognition that services under this Contract may provide some aid or assistance to members of the AUTHORITY's population, it is not the intention of either the AUTHORITY or CONTRACTOR that such individuals occupy the position of intended third-party beneficiaries of the obligations assumed by either party to this Contract.

24. Copyrights and Rights in Data. CONTRACTOR shall not publish or transfer any materials produced or resulting from activities supported by this Contract without the express prior written consent of the AUTHORITY's Executive Director. If any material is subject to copyright, the AUTHORITY reserves the right to copyright such, and the CONTRACTOR agrees not to copyright such material. If the material is copyrighted by CONTRACTOR, the AUTHORITY reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, and use such materials, in whole or in part, and to authorize others to do so.

25. Changes and Extra Work.

25.1 When Changes in the Services Plan are required by AUTHORITY or requested by CONTRACTOR, CONTRACTOR shall promptly estimate their effect on the cost of the services, and on its time schedule, and so notify AUTHORITY in writing.

25.2 No Change shall be implemented by CONTRACTOR unless it is approved by AUTHORITY in writing. Unless otherwise agreed to in writing, all provisions of this Contract shall apply to all Changes in the Service Plan.

25.3 If AUTHORITY determines that a Change materially affects the total value or time of performance of this Contract, CONTRACTOR and AUTHORITY will mutually agree in writing to an equitable adjustment.

25.4 Within the limits of the Contract Payment Limit of this Contract, AUTHORITY may request Extra Work to be performed by CONTRACTOR. Extra Work is defined as work which was not authorized in the original Contract, and is, subsequent to the execution of this Contract by all parties hereto, determined by the AUTHORITY to be necessary for the Project. Upon receipt of an Extra Work authorization from AUTHORITY's Authorized Representative, CONTRACTOR shall continue performance of the services as revised by the authorization.

25.5 If AUTHORITY determines that revisions to the Contract Payment Limit, Service Plan, Payment Provisions, or other parts of the Contract are necessary, the revisions shall be mutually agreed upon and incorporated herein through the execution of written amendments to this Contract.

26. Survival.

The rights and obligations of the parties which by their nature survive termination or completion of the services covered by this Contract, shall remain in full force and effect after termination or completion.

Performance and Final Acceptance.

- 27.1 CONTRACTOR represents that it is experienced, qualified, registered, licensed, equipped, organized and financed to perform the services under this Contract.
- 27.2 CONTRACTOR shall perform the services under this Contract with that degree of skill and judgment normally exercised by professional firms performing services of a similar nature in the State of California, and shall be responsible for the professional quality, technical accuracy and coordination of the services it performs under this Contract. In addition to the other rights and remedies which AUTHORITY may have, CONTRACTOR shall, at its own expense, correct any services which fail to meet the above standard.
- 27.3 AUTHORITY shall provide CONTRACTOR an opportunity to cure errors and omission which may be disclosed during the review of submittals, with no increase in the authorized Contract Payment Limit. Should CONTRACTOR fail to make necessary corrections in a timely manner, such corrections shall be made by the AUTHORITY and the cost thereof shall be charged to CONTRACTOR.
- 27.4 If warranted, AUTHORITY shall determine, and CONTRACTOR may request such determination, that CONTRACTOR has satisfactorily completed performance of this Contract. Upon such determination, AUTHORITY shall issue to CONTRACTOR a written Notice of Final Acceptance, after which CONTRACTOR shall not incur further costs under this Contract. CONTRACTOR shall respond to such Notice of Final Acceptance by executing and submitting to AUTHORITY a Release and Certificate of Final Payment.

28. Force Majeure.

Neither party hereto shall be considered in default in the performance of its obligations hereunder to the extent that the performance of such an obligation is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such party.

29. Severability.

In the event that any of the provisions or portions or applications thereof of this Contract are held to be unenforceable or invalid by any court of competent jurisdiction, AUTHORITY and CONTRACTOR shall negotiate an equitable adjustment in the provisions of the Contract with a view toward effecting the purpose of this Contract, and the validity and enforceability of the remaining provisions or portions or applications

thereof, shall not be affected thereby.

30. Authorized Representatives and Notices.

30.1 AUTHORITY and CONTRACTOR shall each designate, below, an Authorized Representative who has authority to act on its behalf in the administration of this Contract.

30.2 Written notification to the other party shall be provided, in advance, of changes in name or address of such Authorized Representatives.

30.3 Notices provided for under this Contract shall be in writing, and shall be served on the Authorized Representative of the receiving party, either personally or at the party's offices, or by registered or certified mail to its office address.

30.4 AUTHORITY hereby designates as its Authorized Representative the Project Manager whose name and address are as follows:

Nannette J. Beacham

330 24th Street

Richmond, Ca 94804

30.5 CONTRACTOR hereby designates as its Authorized Representative the Project Manager whose name and address are as follows:

Emilio Olguin

10201 Trademark Street Suite C

Rancho Cucamonga, Ca 91730

31. Pursuant to Richmond Municipal Code Section 7.04.030, the Contractor must have, or must obtain, a City of Richmond business license before any provision of this Contract will be deemed to take effect.

Special Conditions:

1. In addition to the General Conditions set forth herein, Contractor shall comply with the terms and conditions set forth in the documents entitled "General Conditions for Non- Construction Contracts Sections I" (HUD-5370-C), "Certifications and Representations of Offerors" (HUD-5369-C), and "Certification Regarding Debarment and Suspension" (HUD-2992) which are attached hereto and incorporated herein by this reference. If there are any conflicts between the terms and conditions set forth in the General Conditions set forth herein and the terms and conditions set forth in the attached documents, the terms and conditions set forth in the attached documents shall take precedence and shall prevail.
2. Contractor shall provide the insurance coverage set forth in the document entitled "City of Richmond— Insurance Requirements — Type 2: "Professional Services" which is attached hereto and incorporated herein by this reference. Contractor shall maintain said coverage during the entire term of this contract. However, wherever the document refers to the "City of Richmond" or the "CITY", the Contractor shall substitute the words "Housing Authority of the City of Richmond" or "Authority".

Scope of Work

- Outlined in the RHA RFP for Unarmed Security Guard Services, pages 4-10, attached.

III. SCOPE OF WORK

The Richmond Housing Authority manages and requires security guard services for the Public Housing Developments and Authority owned properties, which includes the following facilities:

Nevin Plaza Senior and Disabled located at 2400 Nevin Avenue

Nevin Plaza is a 142 unit high rise. Tenants include both senior and disabled households. The office hours of operation for this building are 8:30 a.m. to 4:30 p.m. (weekdays). The desired security hours are 24hour, seven days a week. There are security cameras and recording instruments at this site, as well as all entrances are equipped with a key card system operated by touch-pad entry. There is a secured (gated) parking lot at this development.

Hacienda Housing Complex located at 1300 Roosevelt Avenue

Hacienda Housing Complex is a 150 apartment complex that is totally vacant. The desired security hours are 24 hour, seven days a week. The site has lockable gates and steel window guards on ground floor and second floor openings (windows and doors). A portion of the site is an un-secured parking lot.

The desired Security Services, described herein, may be altered at RHA's sole discretion, as the need of services could change in the coming years along with the number of housing units requiring security services.

Description of Duties at Nevin Plaza

The selected security services company shall provide all labor and equipment to perform the following security services, and in addition to, the requirements of **Exhibit A – “Procedures for Security Services at the Public Housing Developments and Authority Owned Properties”**.

A. Security Guard Requirements: Security Guards performing services under the contract to be executed based on this RFP must:

- Be 18 years of age or older.
- Have completed training and be licensed to provide security services.
- Security contractor personnel shall not be issued less lethal or lethal equipment. Security contractor personnel shall only be authorized to carry a flashlight and mace/pepper spray. Firearms, handcuffs, nightstick/collapsible baton, etc., are prohibited under this RFP.
- Security personnel shall be attired in a traditional security-style uniform color and design, or professional attire with the Security logo presented on a professional including their names and the name of the Security company. The security contractor shall ensure that the color and style of uniforms is distinguishable from the Richmond Police Department.
- Comply with the requirements of the security company's Employee Handbook.
- Pass a criminal background check

B. Patrol Duties: Security Guards shall sign-in at the start of their shift at the designated location, typically the management office, and patrol and provide security checks at key points in each community to provide maximum security for the residents and property. These security checks shall be varied and conducted randomly throughout each shift.

Contractor will be required to install and utilize a Security Deggy System or equal system at Nevin Plaza. Prior installation of the Deggy or equal system, RHA's Executive Director or designee Management must approve of the locations where checkpoints will be mounted. Contractor shall provide RHA with the necessary software/access so that RHA can monitor and view reports of the Security Guards Patrols from an RHA computer. (Verification should be submitted weekly to the Executive Director or designee).

1. One guard will remain on duty at all time at the front entrance, 2400 Nevin Avenue.
2. A second guard will provide roving coverage of the entire site, both interior areas and exterior areas.

C. Methods of Patrol and Communication. On-foot patrols are the only options due to the property configuration. In order to ensure continuity of services and that the Security Guards become familiar with the residents and dynamics of each community, the security company shall ensure that specific Security Guards assigned to each community remain constant over time and shall make all efforts to not change Security Guards during the term of the contract to be executed based on this RFP. Security Guards must:

- Be equipped with a **radio and/or cellular phone** in order to maintain direct communication with one another during the time when both guards are on duty at any of the communities;
- Be equipped with cellular phones in order to receive and respond to calls from

residents, homeowners, agency site staff or Management at all times and make calls to police and fire when needed. The contact telephone number for the Security Guards may not be changed during the term of the contract to be executed based on this RFP.

- Respond within 30 minutes or less to telephone calls from residents, agency staff, or management.
- Maintain and have available at all times while on duty a list of key community and management contacts and make direct contact with on-duty RHA management and/or agency staff as necessary.
- Complete a one-time orientation with the RHA Resident Manager and other key management of RHA before beginning patrol duties at the locations.

- D. Communications with Residents. Security Guards shall interact positively and encourage effective communication with residents. A supervisor of the security company will attend monthly meetings of the Nevin Plaza Resident Council in order to receive reports from the council and other residents, and to report on security matters, representing the security company.
- E. Communication with the Richmond Police Department (RPD). Officers of the RPD are a critical element in maintaining security and law enforcement at the properties listed herein. The security company shall ensure that the Security Guards work cooperatively with, and establish and maintain good, positive communications with the RPD and the Community Policing officers assigned to the geographic area.
- F. Domestic Violence. Security Guards must record domestic violence and other family disturbances and contact the RPD and RHA personnel immediately.
- G. Cooperation with RHA Personnel. The security company and its Security Guards shall work cooperatively with the RHA Project Managers, the Resident Managers and staff.
- H. Premises Checks. On each shift, Security Guards shall patrol properties, including the perimeter of the properties, areas of high activity, and agency and management offices, as specified by RHA. Security Guards shall make daily checks of locks and gates leading into the property, and intermittently patrol the perimeter and/or fenced area. Must observe and report unpermitted activity.
- I. Interaction with Loiterers. Security Guards shall assist with enforcing "No Trespassing" rules, identify loiterers and trespassers, and escort violators to their residences or off the premises as applicable.
- J. Drug or Suspicious Activity. Security Guards shall identify persons and/or residential units involved in drug or suspicious activity, and note the destinations of such individuals within each community and/or their associations, and shall notify RPD and RHA personnel.
- K. Deterrence Through Enforcement. Security Guards shall maintain a visible presence in the community, assist in enforcing the community rules, and inform residents and guests of community rules and trespass policies.
- L. Complaints by Residents. Any complaints about other residents, about problems encountered by visitors or guests that Security Guards receive shall immediately be logged, documented, and referred to the RHA designated staff or other representatives of RHA management, as appropriate.

- M. Daily Log. Security Guards shall record or document any unusual or suspicious activity into an incident log, which will remain in the management office or a designated location. Log should be available to RHA Management at all times.
- N. Illegal Dumping and Disposal. Security Guards shall monitor the entire sites for improper or illegal dumping of trash, furniture or any debris into common areas. Security Guards shall record information on the vehicles involved, shall attempt to identify the individuals, and shall contact RPD for ticketing and/or arrest, if opportunity arises. Security Guards shall contact violators and advise them to cease dumping, and shall notify the on-call Resident Manager, as appropriate, for follow-up action.
- O. Alarm Responses. When a Security Guard is on duty, he/she will respond appropriately to all alarms.
- P. Security Representative and/or Officer. Staff must attend monthly resident meeting.
- Q. Supervisors. Off-site supervisors must visit a minimum of 4 (four) times per week after hours between 6:00pm to 6:00am.

Description of Duties at Hacienda

The selected security services company shall provide all labor and/or technology and equipment to perform the following security services, and in addition to, the requirements of **Exhibit A – “Procedures for Security Services at the Public Housing Developments and Authority Owned Properties”**. **Contractor may utilized security guards, monitoring and communication equipment, or a combination of the two to monitor the site.**

Proposals shall fully identify the methods and technology that will be relied upon to monitor and secure the site, whether personnel, technology or combination of the two.

A. Site monitoring and response (To the extent that guards are utilized):

- Be 18 years of age or older.
- Have completed training and be licensed to provide security services.
- Not be armed. However, Security Guards may carry pepper spray.
- Be in uniform at all times while on duty. Uniform must identify them as Security including their names and the name of the Security company.
- Comply with the requirements of the security company's Employee Handbook.
- Pass a criminal background check

B. Patrol Duties (To the extent that guards are utilized): Security Guards shall sign-in at the start of their shift at the designated location, typically the management office, and patrol and provide security checks at key points in each community to provide maximum security for the residents and property. These security checks shall be varied and conducted randomly throughout each shift.

C. Methods of Patrol and Communication (To the extent that Security Guards are utilized), they must:

- Be equipped with a **radio and/or cellular phone** in order to maintain direct communication with one another during the time when both guards are on duty;
- Be equipped with cellular phone in order to receive and respond to calls from residents, homeowners, agency site staff or Management at all times. The contact telephone number for the Security Guards may not be changed during the term of the contract to be executed based on this RFP.
- Respond within 30 minutes or less to telephone calls from agency staff, or management.
- Maintain and have available at all times while on duty a list of key community and management contacts, and make direct contact with on-duty RHA management and/or agency staff as necessary.
- Complete a one-time orientation with the RHA Management before beginning patrol duties at the locations.

D. Communication with the Richmond Police Department (RPD). Officers of the RPD are a critical element in maintaining security and law enforcement at the properties listed herein. The security company shall ensure that the Security Guards work cooperatively with, and establish and maintain good, positive communications with the RPD and the Community Policing officers assigned to the geographic area.

E. Cooperation with RHA Personnel. The security company and its Security Guards shall work cooperatively with the RHA Project Managers and staff.

F. Premises Checks. On each shift, Security Guards shall patrol properties, including the perimeter of the properties, areas of high activity, and agency as specified by RHA. Security Guards shall make daily checks of locks and gates leading into the property, and intermittently patrol the perimeter and/or fenced area. Must observe and report unpermitted activity.

G. Interaction with Loiterers. Security Guards shall assist with enforcing "No Trespassing" rules, identify loiterers and trespassers, and escort violators to their residences or off the premises as applicable.

H. Daily Log. Security Guards shall record or document any unusual or suspicious activity into an incident log, which will remain in the management office or a designated location. Log should be available to RHA Management at all times.

I. Illegal Dumping and Disposal. Security Guards shall monitor the entire sites for improper or illegal dumping of trash, furniture or any debris into common areas. Security Guards shall record information on the vehicles involved, shall attempt to identify the individuals, and shall contact RPD for ticketing and/or arrest, if opportunity arises. Security Guards shall contact violators and advise them to cease dumping, and shall notify the on-call Resident Manager, as appropriate, for follow-up action.

J. Alarm Responses. When a Security Guard is on duty, he/she will respond appropriately to all alarms.

K. Supervisors. Off-site supervisors must visit a minimum of 4 (four) times per week after hours between 6:00pm to 6:00am.

IV. CONTRACT TERM and OTHER PROVISIONS

Contract Term: The Richmond Housing Authority intends to award (two) separate one (1) year contracts with the option to execute two one-year contract extensions for each contract.

To qualify for a contract with the Authority or to perform services pursuant to this RFP the Contractor, as well as staff employed by the contractor must possess a valid California State Security Guard License, through the California Department of Consumer Affairs, Bureau of Security and Investigative Services, in the name of the Contractor or its own individual business name, as well as the individual performing the service. A copy of the license must accompany your response. Contractor must have five (5) years' experience licensed by the State of California.

Licenses: The successful Contractor(s) and all subcontractors used in the work will be required to hold or to obtain a City of Richmond business license for which the fee will not be waived. Prior to the start of work, the successful Contractor shall obtain all other required permits from the City of Richmond, for which the fees will not be waived. The successful Contractor shall also obtain any other permits required from other agencies for the completion of the project, for which the fees will not be waived.

General Conditions of the Contract: Contractor(s) and all subcontractors shall comply with Instructions to Offerors non-Construction (HUD Form 5369-B, Attachment 1), Certifications and Representations of Offerors Non-Construction Contract (HUD Form 5369-C, Attachment 2), General Conditions for Non-Construction Contracts (HUD Form 5370-C, Attachment 3), and Certification Regarding Debarment and Suspension (HUD Form 2992, Attachment 4) which are incorporated into the Contract Documents by this reference.

Compliance with City Ordinances: The contractor(s) and all subcontractors shall comply with the City of Richmond Nondiscrimination Clauses in City Contracts Ordinance (Richmond Municipal Code (RMC) Chapter 2.28), Business Opportunity Ordinance (RMC Chapter 2.50), Local Employment Program Ordinance (RMC Chapter 2.56), and Living Wage Ordinance (RMC Chapter 2.60), which are incorporated into the Contract Documents by this reference.

Insurance Requirements: Contractor(s) shall maintain in full force and effect during the entire contract term the Insurance Requirements as described in "City of Richmond - Insurance Requirements - Type 1: Consultants and Contractors", attachment 5.

Non-collusion Affidavit: By submitting a bid, Bidder hereby certifies that the bid is not made in the interest of, or on behalf of, any undisclosed party; that the bid is genuine and not collusive, false, or sham; that the Bidder has not directly or indirectly induced or solicited any other Bidder to put in a false or sham bid, and has not directly or indirectly agreed with any Bidder or anyone else to put in a false or sham bid, or to refrain from bidding; that the Bidder has not in any manner, directly or indirectly, sought to fix any overhead, profit or cost element of the bid, of that of any other Bidder, or to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract.

Exceptions to this Request for Proposals and/or Contract

The proposer shall state whether or not it takes exception(s) to this RFP, including but not limited to the City of Richmond Housing Authority's Standard Services Agreement -- (Attachment 7). If the proposer does take exception(s) to any portion of the RFP or contract, the specific portion to which exception(s) is taken must be identified by section number and explained. Requests for changes or additions to sections of RHA's Standard Services Agreement must be shown by requesting deletion of specific words and/or by providing new requested contract language. Requests for complete replacement of the RHA's Standard Services Agreement for another contract will not be granted. Failure to make exceptions to the RFP or Standard Services Agreement within the proposal will be deemed a waiver of any objection. Exceptions will be considered during the proposal evaluation process.

General Conditions for Non-Construction Contracts

Section I – (With or without Maintenance Work)

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

Office of Labor Relations

OMB Approval No. 2577-0157 (exp. 1/31/2017)

Public Reporting Burden for this collection of information is estimated to average 0.08 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Reports Management Officer, Office of Information Policies and Systems, U.S. Department of Housing and Urban Development, Washington, D.C. 20410-3600; and to the Office of Management and Budget, Paperwork Reduction Project (2577-0157), Washington, D.C. 20503. Do not send this completed form to either of these addressees.

Applicability. This form HUD-5370-C has 2 Sections. These Sections must be inserted into non-construction contracts as described below:

- 1) **Non-construction contracts** (*without* maintenance) **greater than \$100,000 - use Section I;**
- 2) **Maintenance contracts** (including nonroutine maintenance as defined at 24 CFR 968.105) **greater than \$2,000 but not more than \$100,000 - use Section II;** and
- 3) **Maintenance contracts** (including nonroutine maintenance), **greater than \$100,000 – use Sections I and II.**

Section I - Clauses for All Non-Construction Contracts greater than \$100,000

1. Definitions

The following definitions are applicable to this contract:

- (a) "Authority or Housing Authority (HA)" means the Housing Authority.
- (b) "Contract" means the contract entered into between the Authority and the Contractor. It includes the contract form, the Certifications and Representations, these contract clauses, and the scope of work. It includes all formal changes to any of those documents by addendum, Change Order, or other modification.
- (c) "Contractor" means the person or other entity entering into the contract with the Authority to perform all of the work required under the contract.
- (d) "Day" means calendar days, unless otherwise stated.
- (e) "HUD" means the Secretary of Housing and Urban development, his delegates, successors, and assigns, and the officers and employees of the United States Department of Housing and Urban Development acting for and on behalf of the Secretary.

2. Changes

- (a) The HA may at any time, by written order, and without notice to the sureties, if any, make changes within the general scope of this contract in the services to be performed or supplies to be delivered.
- (b) If any such change causes an increase or decrease in the hourly rate, the not-to-exceed amount of the contract, or the time required for performance of any part of the work under this contract, whether or not changed by the order, or otherwise affects the conditions of this contract, the HA shall make an equitable adjustment in the not-to-exceed amount, the hourly rate, the delivery schedule, or other affected terms, and shall modify the contract accordingly.
- (c) The Contractor must assert its right to an equitable adjustment under this clause within 30 days from the date of receipt of the written order. However, if the HA decides that the facts justify it, the HA may receive and act upon a

proposal submitted before final payment of the contract.

- (d) Failure to agree to any adjustment shall be a dispute under clause Disputes, herein. However, nothing in this clause shall excuse the Contractor from proceeding with the contract as changed.
- (e) No services for which an additional cost or fee will be charged by the Contractor shall be furnished without the prior written consent of the HA.

3. Termination for Convenience and Default

- (a) The HA may terminate this contract in whole, or from time to time in part, for the HA's convenience or the failure of the Contractor to fulfill the contract obligations (default). The HA shall terminate by delivering to the Contractor a written Notice of Termination specifying the nature, extent, and effective date of the termination. Upon receipt of the notice, the Contractor shall: (i) immediately discontinue all services affected (unless the notice directs otherwise); and (ii) deliver to the HA all information, reports, papers, and other materials accumulated or generated in performing this contract, whether completed or in process.
- (b) If the termination is for the convenience of the HA, the HA shall be liable only for payment for services rendered before the effective date of the termination.
- (c) If the termination is due to the failure of the Contractor to fulfill its obligations under the contract (default), the HA may (i) require the Contractor to deliver to it, in the manner and to the extent directed by the HA, any work as described in subparagraph (a)(ii) above, and compensation be determined in accordance with the Changes clause, paragraph 2, above; (ii) take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable for any additional cost incurred by the HA; (iii) withhold any payments to the Contractor, for the purpose of off-set or partial payment, as the case may be, of amounts owed to the HA by the Contractor.
- (d) If, after termination for failure to fulfill contract obligations (default), it is determined that the Contractor had not failed, the termination shall be deemed to have been effected for the convenience of the HA, and the Contractor shall be entitled to payment as described in paragraph (b) above.
- (e) Any disputes with regard to this clause are expressly made subject to the terms of clause titled Disputes herein.

4. Examination and Retention of Contractor's Records

- (a) The HA, HUD, or Comptroller General of the United States, or any of their duly authorized representatives shall, until 3 years after final payment under this contract, have access to and the right to examine any of the Contractor's directly pertinent books, documents, papers, or other records involving transactions related to this contract for the purpose of making audit, examination, excerpts, and transcriptions.

product of work shall be deemed accepted as submitted if the HA does not issue written comments and/or required corrections within 30 days from the date of receipt of such product from the Contractor.

- (b) The Contractor shall make any required corrections promptly at no additional charge and return a revised copy of the product to the HA within 7 days of notification or a later date if extended by the HA.
- (c) Failure by the Contractor to proceed with reasonable promptness to make necessary corrections shall be a default. If the Contractor's submission of corrected work remains unacceptable, the HA may terminate this contract (or the task order involved) or reduce the contract price or cost to reflect the reduced value of services received.

13. Interest of Members of Congress

No member of or delegate to the Congress of the United States of America or Resident Commissioner shall be admitted to any share or part of this contract or to any benefit to arise therefrom, but this provision shall not be construed to extend to this contract if made with a corporation for its general benefit.

14. Interest of Members, Officers, or Employees and Former Members, Officers, or Employees

No member, officer, or employee of the HA, no member of the governing body of the locality in which the project is situated, no member of the governing body in which the HA was activated, and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the project, shall, during his or her tenure, or for one year thereafter, have any interest, direct or indirect, in this contract or the proceeds thereof.

15. Limitation on Payments to Influence Certain Federal Transactions

(a) Definitions. As used in this clause:

"Agency", as defined in 5 U.S.C. 552(f), includes Federal executive departments and agencies as well as independent regulatory commissions and Government corporations, as defined in 31 U.S.C. 9101(1).

"Covered Federal Action" means any of the following Federal actions:

- (i) The awarding of any Federal contract;
- (ii) The making of any Federal grant;
- (iii) The making of any Federal loan;
- (iv) The entering into of any cooperative agreement; and,
- (v) The extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

Covered Federal action does not include receiving from an agency a commitment providing for the United States to insure or guarantee a loan.

"Indian tribe" and "tribal organization" have the meaning provided in section 4 of the Indian Self-Determination and Education Assistance Act (25 U.S.C. 450B). Alaskan Natives are included under the definitions of Indian tribes in that Act.

"Influencing or attempting to influence" means making, with the intent to influence, any communication to or appearance before an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any covered Federal action.

"Local government" means a unit of government in a State and, if chartered, established, or otherwise recognized by a State for the performance of a governmental duty, including a local public authority, a special district, an intrastate district, a council of governments, a sponsor group representative organization, and any other instrumentality of a local government.

"Officer or employee of an agency" includes the following individuals who are employed by an agency:

- (i) An individual who is appointed to a position in the Government under title 5, U.S.C., including a position under a temporary appointment;
- (ii) A member of the uniformed services as defined in section 202, title 18, U.S.C.;
- (iii) A special Government employee as defined in section 202, title 18, U.S.C.; and,
- (iv) An individual who is a member of a Federal advisory committee, as defined by the Federal Advisory Committee Act, title 5, appendix 2.

"Person" means an individual, corporation, company, association, authority, firm, partnership, society, State, and local government, regardless of whether such entity is operated for profit or not for profit. This term excludes an Indian tribe, tribal organization, or other Indian organization with respect to expenditures specifically permitted by other Federal law.

"Recipient" includes all contractors, subcontractors at any tier, and subgrantees at any tier of the recipient of funds received in connection with a Federal contract, grant, loan, or cooperative agreement. The term excludes an Indian tribe, tribal organization, or any other Indian organization with respect to expenditures specifically permitted by other Federal law.

"Regularly employed means, with respect to an officer or employee of a person requesting or receiving a Federal contract, grant, loan, or cooperative agreement, an officer or employee who is employed by such person for at least 130 working days within one year immediately preceding the date of the submission that initiates agency consideration of such person for receipt of such contract, grant, loan, or cooperative agreement. An officer or employee who is employed by such person for less than 130 working days within one year immediately preceding the date of submission that initiates agency consideration of such person shall be considered to be regularly employed as soon as he or she is employed by such person for 130 working days.

"State" means a State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, a territory or possession of the United States, an agency or instrumentality of a State, and a multi-State, regional, or interstate entity having governmental duties and powers.

(b) Prohibition.

- (i) Section 1352 of title 31, U.S.C. provides in part that no appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (ii) The prohibition does not apply as follows:

(1) Agency and legislative liaison by Own Employees.

(a) The prohibition on the use of appropriated funds, in paragraph (i) of this section, does not apply in the case of a payment of reasonable compensation made to an officer or employee of a person requesting or receiving a Federal contract, grant, loan, or cooperative agreement, if the payment is for agency and legislative activities not directly related to a covered Federal action.

(b) For purposes of paragraph (b)(i)(1)(a) of this clause, providing any information specifically requested by an agency or Congress is permitted at any time.

(c) The following agency and legislative liaison activities are permitted at any time only where they are not related to a specific solicitation for any covered Federal action:

(1) Discussing with an agency (including individual demonstrations) the qualities and characteristics of the person's products or services, conditions or terms of sale, and service capabilities; and,

(2) Technical discussions and other activities regarding the application or adaptation of the person's products or services for an agency's use.

(d) The following agency and legislative liaison activities are permitted where they are prior to formal solicitation of any covered Federal action:

(1) Providing any information not specifically requested but necessary for an agency to make an informed decision about initiation of a covered Federal action;

(2) Technical discussions regarding the preparation of an unsolicited proposal prior to its official submission; and

(3) Capability presentations by persons seeking awards from an agency pursuant to the provisions of the Small Business Act, as amended by Public Law 95-507 and other subsequent amendments.

(e) Only those activities expressly authorized by subdivision (b)(ii)(1)(a) of this clause are permitted under this clause.

(2) Professional and technical services.

(a) The prohibition on the use of appropriated funds, in subparagraph (b)(i) of this clause, does not apply in the case of-

(i) A payment of reasonable compensation made to an officer or employee of a person requesting or receiving a covered Federal action or an extension, continuation, renewal, amendment, or modification of a covered Federal action, if payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal action or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal action.

(ii) Any reasonable payment to a person, other than an officer or employee of a

person requesting or receiving a covered Federal action or an extension, continuation, renewal, amendment, or modification of a covered Federal action if the payment is for professional or technical services rendered directly in the preparation, submission, or negotiation of any bid, proposal, or application for that Federal action or for meeting requirements imposed by or pursuant to law as a condition for receiving that Federal action. Persons other than officers or employees of a person requesting or receiving a covered Federal action include consultants and trade associations.

(b) For purposes of subdivision (b)(ii)(2)(a) of clause, "professional and technical services" shall be limited to advice and analysis directly applying any professional or technical discipline.

(c) Requirements imposed by or pursuant to law as a condition for receiving a covered Federal award include those required by law or regulation, or reasonably expected to be required by law or regulation, and any other requirements in the actual award documents.

(d) Only those services expressly authorized by subdivisions (b)(ii)(2)(a)(i) and (ii) of this section are permitted under this clause.

(iii) Selling activities by independent sales representatives.

(c) The prohibition on the use of appropriated funds, in subparagraph (b)(i) of this clause, does not apply to the following selling activities before an agency by independent sales representatives, provided such activities are prior to formal solicitation by an agency and are specifically limited to the merits of the matter:

(i) Discussing with an agency (including individual demonstration) the qualities and characteristics of the person's products or services, conditions or terms of sale, and service capabilities; and

(ii) Technical discussions and other activities regarding the application or adaptation of the person's products or services for an agency's use.

(d) Agreement. In accepting any contract, grant, cooperative agreement, or loan resulting from this solicitation, the person submitting the offer agrees not to make any payment prohibited by this clause.

(e) Penalties. Any person who makes an expenditure prohibited under paragraph (b) of this clause shall be subject to civil penalties as provided for by 31 U.S.C. 1352. An imposition of a civil penalty does not prevent the Government from seeking any other remedy that may be applicable.

(f) Cost Allowability. Nothing in this clause is to be interpreted to make allowable or reasonable any costs which would be unallowable or unreasonable in accordance with Part 31 of the Federal Acquisition Regulation (FAR), or OMB Circulars dealing with cost allowability for recipients of assistance agreements. Conversely, costs made specifically unallowable by the requirements in this clause will not be made allowable under any of the provisions of FAR Part 31 or the relevant OMB Circulars.

16. Equal Employment Opportunity

During the performance of this contract, the Contractor agrees as follows:

- (a) The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin.
- (b) The Contractor shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to (1) employment; (2) upgrading; (3) demotion; (4) transfer; (5) recruitment or recruitment advertising; (6) layoff or termination; (7) rates of pay or other forms of compensation; and (8) selection for training, including apprenticeship.
- (c) The Contractor shall post in conspicuous places available to employees and applicants for employment the notices to be provided by the Contracting Officer that explain this clause.
- (d) The Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (e) The Contractor shall send, to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, the notice to be provided by the Contracting Officer advising the labor union or workers' representative of the Contractor's commitments under this clause, and post copies of the notice in conspicuous places available to employees and applicants for employment.
- (f) The Contractor shall comply with Executive Order 11246, as amended, and the rules, regulations, and orders of the Secretary of Labor.
- (g) The Contractor shall furnish all information and reports required by Executive Order 11246, as amended and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto. The Contractor shall permit access to its books, records, and accounts by the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- (h) In the event of a determination that the Contractor is not in compliance with this clause or any rule, regulation, or order of the Secretary of Labor, this contract may be canceled, terminated, or suspended in whole or in part, and the Contractor may be declared ineligible for further Government contracts, or federally assisted construction contracts under the procedures authorized in Executive Order 11246, as amended. In addition, sanctions may be imposed and remedies invoked against the Contractor as provided in Executive Order 11246, as amended, the rules, regulations, and orders of the Secretary of Labor, or as otherwise provided by law.
- (i) The Contractor shall include the terms and conditions of this clause in every subcontract or purchase order unless exempted by the rules, regulations, or orders of the Secretary of Labor issued under Executive Order 11246, as amended, so that these terms and conditions will be binding upon each subcontractor or vendor. The Contractor shall take such action with respect to any subcontractor or purchase order as the Secretary of Housing and Urban Development or the Secretary of Labor may direct as a means of enforcing such provisions, including sanctions for noncompliance; provided that if the

Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.

17. Dissemination or Disclosure of Information

No information or material shall be disseminated or disclosed to the general public, the news media, or any person or organization without prior express written approval by the HA.

18. Contractor's Status

It is understood that the Contractor is an independent contractor and is not to be considered an employee of the HA, or assume any right, privilege or duties of an employee, and shall save harmless the HA and its employees from claims suits, actions and costs of every description resulting from the Contractor's activities on behalf of the HA in connection with this Agreement.

19. Other Contractors

HA may undertake or award other contracts for additional work at or near the site(s) of the work under this contract. The contractor shall fully cooperate with the other contractors and with HA and HUD employees and shall carefully adapt scheduling and performing the work under this contract to accommodate the additional work, heeding any direction that may be provided by the Contracting Officer. The contractor shall not commit or permit any act that will interfere with the performance of work by any other contractor or HA employee.

20. Liens

The Contractor is prohibited from placing a lien on HA's property. This prohibition shall apply to all subcontractors.

21. Training and Employment Opportunities for Residents in the Project Area (Section 3, HUD Act of 1968; 24 CFR 135)

- (a) The work to be performed under this contract is subject to the requirements of section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (section 3). The purpose of section 3 is to ensure that employment and other economic opportunities generated by HUD assistance or HUD-assisted projects covered by section 3, shall, to the greatest extent feasible, be directed to low- and very low-income persons, particularly persons who are recipients of HUD assistance for housing.
- (b) The parties to this contract agree to comply with HUD's regulations in 24 CFR Part 135, which implement section 3. As evidenced by their execution of this contract, the parties to this contract certify that they are under no contractual or other impediment that would prevent them from complying with the Part 135 regulations.
- (c) The contractor agrees to send to each labor organization or representative of workers with which the contractor has a collective bargaining agreement or other understanding, if any, a notice advising the labor organization or workers' representative of the contractor's commitments under this section 3 clause, and will post copies of the notice in conspicuous places at the work site where both employees and applicants for training and employment positions can see the notice. The notice shall describe the section 3 preference, shall set forth minimum number and job titles subject to hire, availability of

apprenticeship and training positions, the qualifications for each; and the name and location of the person(s) taking applications for each of the positions; and the anticipated date the work shall begin.

- (d) The contractor agrees to include this section 3 clause in every subcontract subject to compliance with regulations in 24 CFR Part 135, and agrees to take appropriate action, as provided in an applicable provision of the subcontract or in this section 3 clause, upon a finding that the subcontractor is in violation of the regulations in 24 CFR Part 135. The contractor will not subcontract with any subcontractor where the contractor has notice or knowledge that the subcontractor has been found in violation of the regulations in 24 CFR Part 135.
- (e) The contractor will certify that any vacant employment positions, including training positions, that are filled (1) after the contractor is selected but before the contract is executed, and (2) with persons other than those to whom the regulations of 24 CFR Part 135 require employment opportunities to be directed, were not filled to circumvent the contractor's obligations under 24 CFR Part 135.
- (f) Noncompliance with HUD's regulations in 24 CFR Part 135 may result in sanctions, termination of this contract for default, and debarment or suspension from future HUD assisted contracts.

22. Procurement of Recovered Materials

- (a) In accordance with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act, the Contractor shall procure items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition. The Contractor shall procure items designated in the EPA guidelines that contain the highest percentage of recovered materials practicable unless the Contractor determines that such items: (1) are not reasonably available in a reasonable period of time; (2) fail to meet reasonable performance standards, which shall be determined on the basis of the guidelines of the National Institute of Standards and Technology, if applicable to the item; or (3) are only available at an unreasonable price.
- (b) Paragraph (a) of this clause shall apply to items purchased under this contract where: (1) the Contractor purchases in excess of \$10,000 of the item under this contract; or (2) during the preceding Federal fiscal year, the Contractor: (i) purchased any amount of the items for use under a contract that was funded with Federal appropriations and was with a Federal agency or a State agency or agency of a political subdivision of a State; and (ii) purchased a total of in excess of \$10,000 of the item both under and outside that contract.

Certifications and Representations of Offerors

Non-Construction Contract

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

OMB Approval No: 2577-0180 (exp. 7/30/96)

Public reporting burden for this collection of information is estimated to average 5 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

This form includes clauses required by OMB's common rule on bidding/offering procedures, implemented by HUD in 24 CFR 85.36, and those requirements set forth in Executive Order 11625 for small, minority, women-owned businesses, and certifications for independent price determination, and conflict of interest. The form is required for nonconstruction contracts awarded by Housing Agencies (HAs). The form is used by bidders/offers to certify to the HA's Contracting Officer for contract compliance. If the form were not used, HAs would be unable to enforce their contracts. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

1. Contingent Fee Representation and Agreement

(a) The bidder/offeror represents and certifies as part of its bid/offer that, except for full-time bona fide employees working solely for the bidder/offeror, the bidder/offeror:

- (1) ☐ has, ☐ has not employed or retained any person or company to solicit or obtain this contract; and
- (2) ☐ has, ☐ has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) If the answer to either (a)(1) or (a) (2) above is affirmative, the bidder/offeror shall make an immediate and full written disclosure to the PHA Contracting Officer.

(c) Any misrepresentation by the bidder/offeror shall give the PHA the right to (1) terminate the resultant contract; (2) at its discretion, to deduct from contract payments the amount of any commission, percentage, brokerage, or other contingent fee; or (3) take other remedy pursuant to the contract.

2. Small, Minority, Women-Owned Business Concern Representation

The bidder/offeror represents and certifies as part of its bid/offer that it:

- (a) ☐ is, ☐ is not a small business concern. "Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding, and qualified as a small business under the criteria and size standards in 13 CFR 121.
- (b) ☐ is, ☐ is not a women-owned small business concern. "Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.
- (c) ☐ is, ☐ is not a minority enterprise which, pursuant to Executive Order 11625, is defined as a business which is at least 51 percent owned by one or more minority group members or, in the case of a publicly owned business, at least 51 percent of its voting stock is owned by one or more minority group members, and whose management and daily operations are controlled by one or more such individuals.

For the purpose of this definition, minority group members are:

(Check the block applicable to you)

☐ Black Americans	☐ Asian Pacific Americans
☐ Hispanic Americans	☐ Asian Indian Americans
☐ Native Americans	☐ Hasidic Jewish Americans

3. Certificate of Independent Price Determination

(a) The bidder/offeror certifies that—

- (1) The prices in this bid/offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other bidder/offeror or competitor relating to (i) those prices, (ii) the intention to submit a bid/offer, or (iii) the methods or factors used to calculate the prices offered;
- (2) The prices in this bid/offer have not been and will not be knowingly disclosed by the bidder/offeror, directly or indirectly, to any other bidder/offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and
- (3) No attempt has been made or will be made by the bidder/offeror to induce any other concern to submit or not to submit a bid/offer for the purpose of restricting competition.

(b) Each signature on the bid/offer is considered to be a certification by the signatory that the signatory:

- (1) Is the person in the bidder/offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or
- (2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above (insert full name of person(s) in the bidder/offeror's organization responsible for determining the prices offered in this bid or proposal, and the title of his or her position in the bidder/offeror's organization);
(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above.

- (c) If the bidder/offeror deletes or modifies subparagraph (a)2 above, the bidder/offeror must furnish with its bid/offer a signed statement setting forth in detail the circumstances of the disclosure.

4. Organizational Conflicts of Interest Certification

- (a) The Contractor warrants that to the best of its knowledge and belief and except as otherwise disclosed, it does not have any organizational conflict of interest which is defined as a situation in which the nature of work under a proposed contract and a prospective contractor's organizational, financial, contractual or other interest are such that:

- (i) Award of the contract may result in an unfair competitive advantage;
- (ii) The Contractor's objectivity in performing the contract work may be impaired; or
- (iii) That the Contractor has disclosed all relevant information and requested the HA to make a determination with respect to this Contract.

- (b) The Contractor agrees that if after award he or she discovers an organizational conflict of interest with respect to this contract, he or she shall make an immediate and full disclosure in writing to the HA which shall include a description of the action which the Contractor has taken or intends to eliminate or neutralize the conflict. The HA may, however, terminate the Contract for the convenience of HA if it would be in the best interest of HA.

- (c) In the event the Contractor was aware of an organizational conflict of interest before the award of this Contract and intentionally did not disclose the conflict to the HA, the HA may terminate the Contract for default.

- (d) The Contractor shall require a disclosure or representation from subcontractors and consultants who may be in a position to influence the advice or assistance rendered to the HA and shall include any necessary provisions to eliminate or neutralize conflicts of interest in consultant agreements or subcontracts involving performance or work under this Contract.

5. Authorized Negotiators (RFPs only)

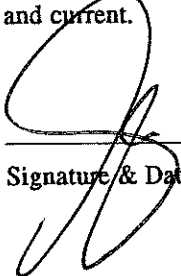
The offeror represents that the following persons are authorized to negotiate on its behalf with the PHA in connection with this request for proposals: (list names, titles, and telephone numbers of the authorized negotiators):

6. Conflict of Interest

In the absence of any actual or apparent conflict, the offeror, by submission of a proposal, hereby warrants that to the best of its knowledge and belief, no actual or apparent conflict of interest exists with regard to my possible performance of this procurement, as described in the clause in this solicitation titled "Organizational Conflict of Interest."

7. Offeror's Signature

The offeror hereby certifies that the information contained in these certifications and representations is accurate, complete, and current.

 8/1/19

Signature & Date:

EMILIO OLAVERIA

Typed or Printed Name:

VICE PRESIDENT

Title:

Certification Regarding Debarment and Suspension

U.S. Department of Housing
and Urban Development

Certification A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters - Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief that its principals;

a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;

b. Have not within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and

d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (A)

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

5. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of these regulations.

6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines this eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

10. Except for transactions authorized under paragraph (6) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.

Certification B: Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Certification (B)

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms **covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded**, as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of these regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph (5) of these instructions, if a participant in a lower covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies including suspension and/or debarment.

Applicant

Date

8/1/19

Signature of Authorized Certifying Official

Title

City of Richmond - Insurance Requirements - Type 2: Professional Services

In all instances where CONTRACTOR or its representatives will provide professional services (*architects, engineers, construction management, counselors, medical professionals, hospitals, clinics, attorneys, consultants, accountants, etc.*) to the City of Richmond (City), the City requires the following MINIMUM insurance requirements and limits.

CONTRACTOR shall procure and maintain for the duration of the contract, agreement, or other order for work, services or supplies, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder and the results of that work by the CONTRACTOR, its agents, representatives, employees or subcontractors. **Maintenance of proper insurance coverage is a material element of the contract. Failure to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of contract.**

CONTRACTOR agrees that in the event of loss due to any of the perils for which it has agreed to provide Commercial General Liability insurance, CONTRACTOR shall look solely to its insurance for recovery. CONTRACTOR hereby grants to CITY, on behalf of any insurer providing Commercial General Liability insurance to either CONTRACTOR or CITY with respect to the services of CONSULTANT herein, a waiver of any right to subrogation which any such insurer of said CONTRACTOR may acquire against the CITY by virtue of the payment of any loss under such insurance.

Original, signed certificates and original, separate policy endorsements, naming the City as an additional insured for general liability coverage, as well as a waiver of subrogation for Workers' Compensation insurance, shall be received and approved by the City **before any work may begin**. However, failure to do so shall not operate as a waiver of these insurance requirements.

City reserves the right to modify or require additional coverages for specific risk exposures depending on scope of CONTRACTORS work.

Minimum coverage is detailed below. The policy limits of coverage shall be made available to the full limits of the policy. The minimum limits stated herein shall not serve to reduce the policy limits of coverage of CONTRACTOR.

Minimum Scope of Insurance – the following forms shall be provided and coverage shall be at least as broad as the following:

1. Insurance Services Office Commercial General Liability coverage (ISO Occurrence Form CG 0001), and including coverage for bodily and personal injury, property damage, and products and completed operations (if applicable).
2. Insurance Services Office Automobile Liability coverage (ISO Form CA 0001, Code 1, Any Auto).
3. Original and Separate Additional Insured Endorsement for General Liability (ISO Form CG 20 10 11/85 or its equivalent) with primary and non-contributory language.
4. Workers' Compensation Insurance as required by the State of California including Employer's Liability coverage.
5. Original and Separate Waiver of Subrogation for Workers' Compensation insurance.
6. Professional Liability or Errors & Omissions Liability Insurance appropriate to the CONTRACTOR's profession (if required.)

Required Coverage	Minimum Limits
Workers' Compensation and Employers' Liability	Statutory limits as required by the State of California including \$1 million Employers' Liability per accident, per employee for bodily injury or disease. If CONTRACTOR is self-insured, provide a certificate of Permission to Self-Insure, signed by the California Department of Industrial Relations and Self-Insurance. If contractor is a sole proprietor (has no employees) than contractor must sign "Contractor Release of Liability" found at: http://www.ci.richmond.ca.us/index.aspx?nid=61 .
General Liability (primary and excess limits combined)	\$2,000,000 per occurrence for bodily injury, personal injury and property damage. If the policy includes a general aggregate, either the general aggregate shall apply separately to this project, service or location or the minimum required aggregate limit shall be twice the per occurrence limit (\$4 million aggregate limit) . Policy shall be endorsed to name the City of Richmond as an additional insured per the conditions detailed below.

City of Richmond - Insurance Requirements - Type 2: Professional Services

Automobile Liability	\$1,000,000 per occurrence for bodily injury and property damage.	
Professional Liability or Errors & Omissions Liability – <i>Required for all professionals including architects, engineers, consultants, construction management, counselors, medical professionals, hospitals, clinics, attorneys and accountants, & other consultants as may be required by the City.</i>	PROJECT COST	REQUIRED LIMIT
	\$0 - \$1 million	\$1 million p/o
	\$1 million - \$5 million	\$2 million p/o
	Over \$5 million	\$5 million p/o

Required Policy Conditions	
Additional Insured Endorsement	Applicable to General Liability coverage. The City of Richmond, its officers, officials, employees, agents and volunteers are to be named as additional insureds for all liability arising out of the operations by or on behalf of the named insured including bodily injury, deaths and property damage or destruction arising in any respect directly or indirectly in the performance of this contract. ISO form CG 20 10 (11/85) or its equivalent is required. If the Contractor is supplying their product or providing a service then the endorsement <u>must not</u> exclude products and completed operations coverage. If it does, then CG 20 37 (10/01) is also required. SAMPLE Endorsements can be found at http://www.ci.richmond.ca.us/index.aspx?nid=61.
Primary and Noncontributory	The contractor's insurance coverage must be primary coverage as it pertains to the City, its officers, officials, employees, agents and volunteers. Any insurance or self insurance maintained by the City is wholly separate from the insurance of the contractor and in no way relieves the contractor from its responsibility to provide insurance.
Waiver of Subrogation Endorsement Form	Contractor's insurer will provide a Waiver of Subrogation in favor of the City for Workers' Compensation Insurance during the life of this contract. SAMPLE Endorsements can be found at http://www.ci.richmond.ca.us/index.aspx?nid=61.
Deductibles and Self-Insured Retentions	Any deductible or self-insured retention must be declared to and approved by the City. At the option of the City either the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the City or the CONTRACTOR shall procure a financial guarantee in an amount equal to the deductible or self-insured retention guaranteeing payment of losses and related investigations, claims administration and defense expenses. Contractor is responsible for satisfaction of the deductible and/or self-insured retention for each loss.
A. M. Best Rating	A:VII or Better. If the A.M. Best Rating falls below the required rating, CONTRACTOR must replace coverage immediately and provide notice to City.

Umbrella/Excess Liability Policies

If an Umbrella or Excess Liability Policy is used to meet the liability limits, coverage shall be as broad as specified for underlying coverage's and cover those insured in the underlying policies.

City of Richmond - Insurance Requirements - Type 2: Professional Services

Claims-Made Policies

If any insurance policy is written on a claims-made form: 1) the retroactive date must be shown, and must be before the date of the contract or the beginning of contract work. 2) Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work. 3) If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective date, the Contractor must purchase an extended period coverage for a minimum of five (5) years after completion of contract work.

Subcontractors

CONTRACTOR shall include all subcontractors as insured under its policies or shall furnish to the City for review and approval, separate certificates and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the requirements stated herein.

CONTRACTOR agrees to defend and indemnify the City of Richmond for any damage resulting to it from failure of either CONTRACTOR or any subcontractor to take out or maintain the required insurance policies. The fact that insurance is obtained by CONTRACTOR, and/or CONTRACTOR's subcontractors, will not be deemed to release or diminish the liability of CONTRACTOR, including, without limitation, liability under the indemnity provisions of this contract. Damages recoverable by CITY from CONTRACTOR or any third party will not be limited by the amount of the required insurance coverage.

Verification of Coverage

All original certificates and endorsements shall be received and approved by the City **before work may begin.** The City of Richmond reserves the right to require complete, certified copies of all required insurance policies including endorsements affecting the coverage at any time.

Original insurance certificates and required policy endorsements shall be mailed or delivered to the Designated Project Manager for the City of Richmond.

Insurance certificates and endorsements may be faxed to the Designated Project Manager. However, CONTRACTOR must mail the original certificates and endorsements to Designated Project Manager once faxed.

Continuous Coverage

CONTRACTOR shall maintain the required insurance for the life of the contract. Should the CONTRACTOR cease to have insurance as required during this time, all work by the CONTRACTOR pursuant to this agreement shall cease until insurance acceptable to the City is provided. In the event that CONTRACTOR fails to comply with the City's insurance requirements, the City may take such action as it deems necessary to protect the City's interests. Such action may include but is not limited to termination of the contract, withholding of payments, or other actions as the City deems appropriate.

If services or the scope of work extend beyond the expiration dates of the required insurance policies initially approved by the City, CONTRACTOR must provide updated certificates and endorsements indicating that the required coverage, terms and conditions are still in place. **Renewal certificates and updated endorsements shall be mailed to the Designated Project Manager.**

Cancellation

CONTRACTOR shall ensure that coverage shall not be cancelled, reduced or otherwise materially changed except after thirty (30) days' prior written notice has been given to the City.

Reporting Requirements

Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the City, its officers, officials, employees or volunteers.

Consistent with Public Policy

The insuring provisions, insofar as they may be judged to be against public policy shall be void and unenforceable only to the minimum extent necessary so that the remaining terms and provisions herein may be consistent with public policy and thus enforceable.



Richmond Housing Authority (RHA)

Economic Development

AGENDA REPORT

DATE:	April 18, 2023
TO:	Chair Martinez and Members of the Board of Commissioners of the Richmond Housing Authority
FROM:	Gabino Arredondo, RHA Interim Executive Director Nannette Beacham, Director of Economic Development Mubeen Qader, Deputy Director of Finance Rita Martinez, Senior Accountant
Subject:	Cost Allocation Plan
FINANCIAL IMPACT:	Approval of the cost allocation plan will allow the City to charge administrative or indirect services costs to the Richmond Housing Authority.
PREVIOUS COUNCIL ACTION:	7/27/2021
STATEMENT OF THE ISSUE:	As part of the financial related tasks of the Public Housing Authority Recovery and Sustainability (PHARS) Agreement, development of a United States Department of Housing and Urban Development (HUD) approved Title 2 Code of Federal Regulations 200 (2 CFR Part 200) Compliant Version Cost Allocation Plan to be implemented for Richmond Housing Authority budgets.
RECOMMENDED ACTION:	ADOPT a resolution approving the Title 2 Code of Federal Regulations 200 Compliant Version Cost Allocation Plan - Richmond Housing Authority/Finance (Gabino Arredondo 510-620-6606/ Rita Martinez 510-621-1546).

DISCUSSION:

The Richmond Housing Authority (RHA) and City of Richmond Finance Department are requesting approval of the Title 2 Code of Federal Regulations 200 (2 CFR Part 200) Compliant Version Cost Allocation Plan to support the development of RHA's Central Office Cost Center (COCC) and budgets, which is a Public Housing Authority Recovery and Sustainability (PHARS) Agreement deliverable.

The objective of the cost allocation plan is to quantify the costs incurred by the City of Richmond and establish a reasonable amount of costs to be recovered from the United States Department of Housing and Urban Development (HUD) on behalf of RHA.

On July 27, 2021, the RHA Board of Commissioners approved consultant NBS to prepare the 2 CFR Part 200 Compliant Version Cost Allocation Plan. Following completion of the fiscal year 2022-23 Cost Allocation Plan version, it was submitted to HUD Region 9 staff for review and approval. HUD responded that since the City of Richmond is below the \$100 million threshold for formal approval by HUD, the Cost Allocation Plan, once developed, needs to be kept on file for audit purposes. A second recommendation from the HUD Region 9 staff was for the RHA Board of Commissioners to consider and approve the Cost Allocation Plan. Richmond Housing Authority staff are now submitting that final plan to the Board of Commissioners for final adoption.

DOCUMENTS ATTACHED:

Attachment 1 - Resolution

Attachment 2 - Cost Allocation Plan FY 2022-23 - Title 2 CFR, Part 200 Compliant

RESOLUTION NO. _____

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING
AUTHORITY OF THE CITY OF RICHMOND AUTHORIZING THE APPROVAL
OF THE TITLE 2 CODE OF FEDERAL REGULATIONS 200 COMPLIANT
VERSION COST ALLOCATION PLAN**

WHEREAS, the Richmond Housing Authority (RHA) entered into a Public Housing Authority Recovery and Sustainability (PHARS) agreement with the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, RHA remains obligated and committed to performing all HUD required functions, and providing quality service to local program participants; and

WHEREAS, as part of the financial related tasks of the PHARS Agreement is to develop a HUD approved Title 2 Code of Federal Regulations 200 (2 CFR Part 200) Compliant Version Cost Allocation Plan (CAP) to be implemented for RHA budgets; and

WHEREAS, on July 27, 2021, the RHA Board of Commissioners approved consultant NBS to prepare the 2 CFR Part 200 compliant CAP; and

WHEREAS, the objective of the CAP is to quantify the costs incurred by the City of Richmond and establish a reasonable amount of costs to be recovered from HUD on behalf of RHA; and

WHEREAS, HUD responded that since the City of Richmond is considerably below the \$100 million threshold the City just needs to develop a CAP and keep it on file for audit purposes; and

WHEREAS, HUD recommended that the RHA Board of Commissioners consider and approve the CAP once it has been completed; and

WHEREAS, the Fiscal Year (FY) 2022-23 CAP - Title 2 CFR, Part 200 compliant has been completed.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA authorizes the approval of the Title 2 Code of Federal Regulations 200 Compliant Version Cost Allocation Plan

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to take all actions necessary to implement this resolution.

I certify that the foregoing resolution was passed and adopted by the Richmond Housing Authority Board of Commissioners held on April 18, 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

Chairperson

ATTEST:

Secretary

Approved as to Form:

DAVID J. ALESHIRE
CITY ATTORNEY
CITY OF RICHMOND



City of Richmond

Cost Allocation Plan for Use Fiscal Year 2022-23

- **Based on Fiscal Year 2020-21 Actual Expenditures**
- **Title 2 CFR, Part 200 Compliant Version**

June 21, 2022

870 Market Street, Suite 1223
San Francisco, CA 94102
Toll free: 800.434.8349 Fax: 415.391.8439

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PURPOSE

A Cost Allocation Plan is an analytical tool through which a City can apportion administrative or indirect services costs to individual departments or cost centers within its organization. Allocated costs are typically termed “citywide overhead.” Most overhead/indirect service costs are those expenditures that provide support services or oversight to each department citywide and typically include legislative, managerial, financial, administrative, legal, personnel, technology, building, and equipment use, and risk management activities. The following is a brief description of the process used for allocating costs within this analysis:

1. **Organizational Analysis:** identifies entire departments or functions within departments citywide that provide either overhead or indirect services, broadly or specifically, to departments outside their own. In addition to evaluating published data sources, NBS confers with City staff on multiple occasions to identify and consider “allocable” overhead and indirect services across all City departments.
2. **Expenditure Analysis:** review of line-item expenditures for each support service department determines the inclusion/exclusion of specific expenditures. For example, NBS ensures that resulting costs allocated exclude large one-time expenditures for capital outlay, transfers between funds, debt service, or special contract services. Resulting allocable expenditures are linked to each overhead/indirect service identified through the organizational analysis to create allocable cost pools.
3. **Allocation Factor Assignment:** An allocation factor is a data set used as the basis for distributing overhead/indirect service costs to departments receiving support or benefit from the cost pool. Allocation factors can include general data sets, such as employee count or budgeted expenditures in each department, or estimates of how each employee/department spends time supporting other departments and programs. Ultimately, the allocation factor should represent the actual or estimated workload of the function allocated, or a reasonable and generally accepted means of apportioning benefit for the function allocated.
4. **Cost Allocation Exercise:** Each cost pool is distributed across departments following the distribution inherent in the selected allocation factor for each pool. This results in a total share of overhead/indirect service costs for each department.
5. **Derivation of Outcomes:** Various outcomes are generated based on the total share of overhead/indirect service costs identified for each department.

Data Sources

NBS used the following data sources to support the development of this Cost Allocation Plan for the City of Richmond:

-) Actual expenditures for FY 2020-21.
-) Various correspondences with City staff to support the nature and purposes of line-item expenditures, estimation of labor efforts across various support and administrative service categories, and allocation factor data.

The City's actual expenditure information is the most significant source of information affecting the Cost Allocation Plan's results. NBS must note that consultants did not conduct separate efforts to audit or validate the City's financial management or support services practices, nor was cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This study accepts the City's expenditure reports and staff's input as the most appropriate and reasonable basis for development of the Plan.

Beyond expenditure information provided by the City, original data sets were also developed to support the work of this study, including estimation of staff time spent on various services, and allocation statistics. To develop these data sets, consultants prepared questionnaires, and conducted meetings and interviews with individual departments. Consultants and departmental management reviewed and questioned all responses to ensure the most accurate set of data for the Plan.

Versions of the Cost Allocation Plan

The City requested development of a professionally prepared Cost Allocation Plan. The goal of this effort was to define the total cost of applicable administrative or "support services" overhead costs to various departments, revenue funds, and grant funded programs.

NBS provides two types of cost allocation plan analyses that are either more or less restrictive in the application of guidelines set forth in *Title 2, Code of Federal Regulations, Part 200, Cost Principles for Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, depending on whether the primary intended use of the Plan is for internal budgeting purposes, or specifically for reimbursement of costs from State and Federal grants:

Title 2 CFR Part 200 Annual Cost Allocation Plan

Exhibit A to this report presents a version of the Cost Allocation Plan, which complies with the stipulations of Title 2 CFR, Part 200. Because the primary goal of this Plan is to obtain reimbursement of overhead costs associated with State and Federal grants, NBS uses only costs considered allocable for these purposes in the results of this Plan.

Full Cost Allocation Plan

An alternate version of the Cost Allocation Plan, commonly known as a "Full" version, allocates all reasonably identifiable administrative overhead costs to receivers of these services within the organization. All costs, whether acceptable for federal reimbursement purposes or not, are considered in the results of this Plan. Cities typically apply this version of the plan as the internal budgeting tool for establishing overhead support costs at the department level. NBS did not prepare this version of the Cost Allocation plan for the City.

All NBS-developed cost allocation plans follow the guidelines set forth in *Title 2, Code of Federal Regulations, Part 200, Cost Principles for Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, as well as Generally Accepted Accounting Principles (GAAP).

SUPPORT SERVICE DEPARTMENT NARRATIVES

As summarized in the following table, this Cost Allocation Plan identifies 20 central service and administrative support units, with total costs of \$38.5 million. Below the table, NBS provides a description of each support service unit, along with a general explanation of how functional costs are either allocated or excluded within the Plan:

Allocable Budget Unit		Total Allocable Expense
BLDG	Building Depreciation	\$964,120
EQUIP	Equipment Depreciation Allowance	709,236
0001-131	City Manager's Office	797,397
0001-141	City Clerk	799,086
0001-151	City Attorney	1,786,060
0001-171	Finance Administration	724,613
0001-172	Accounting	1,212,882
0001-173	Budget/Operating	476,217
0001-174	Payroll	345,969
0001-175	Treasury/Cash Management	569,497
0001-176	Accounts Payable	247,478
0001-177	Rev Collection	718,569
0001-178	Purchasing	374,421
0001-181	Human Resources	2,104,186
0001-232	Facility Maintenance and Administration	8,870,227
0001-235	Equipment Services/Fleet Maintenance	3,238,310
0001-261	Information Technology Administration	1,712,698
0001-262	Telecommunications, GIS, ERP, and Desktop	1,684,630
0001-263	IT/Mailroom and Duplication	153,498
0001-907 0001-908	Non-Departmental	11,006,017
Total		\$38,495,111

Building Depreciation

Per Title 2 CFR Part 200 guidelines, this Cost Allocation Plan distributes an allowable amount of depreciation expense to departments operating in buildings owned by the General Fund. The City's FY 2020-21 fixed asset schedule serves as the basis for establishing the amount of expense allocated. In general, costs are allocated to departments and programs housed in each building.

Equipment Depreciation

Similar to the building depreciation allocation described above, this Cost Allocation Plan distributes an allowable amount of non-vehicle equipment depreciation expense to departments that use these assets. Allowable depreciation expense is allocated based on the amount of expense directly assignable to a City fund, department, or division for FY 2020-21.

City Manager (0001-131)

The City Manager's Office implements City Council policy through effective day-to-day oversight of operating departments, and through the initiation, development, and implementation of programs that provide for the efficient, effective, and equitable delivery of services to all who live and work in the City of Richmond.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to three different cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o System-wide Support A — Costs are allocated based on total full-time equivalents per City fund, department, and/or division for FY 2020-21.
- o System-wide Support B — Costs associated with supporting activities classified as "General Government" in nature per Title 2 CFR - part 200 guidelines and are therefore excluded from resulting cost allocations.
- o System-wide Support C — Costs are allocated based on modified total direct cost by City fund, department, and/or division for Fiscal Year 2020-21.

City Clerk (0001-141)

The City Clerk's Office supports the legislative and policy processes by providing timely and accurate information to the City Council, staff, and the public. The Office maintains records of all City Council proceedings, ordinances, resolutions, and provides a records management program to all City departments. It also prepares legal publication and notices, provides notice of public meetings, and is the local election office for City elections. The City Clerk's Office oversees a Micrographics Division that preserves records of documents and legislative actions of the City Council, and ensures their accessibility to City staff and the public.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to three different cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o System-wide Support A — Costs are allocated based on modified total full-time equivalents by City fund, department, and/or division for Fiscal Year 2020-21.
- o System-wide Support B — Costs associated with supporting activities classified as "General Government" in nature per Title 2 CFR – part 200 guidelines and are therefore excluded from resulting cost allocations.
- o System-wide support C — Costs are allocated based on modified total direct cost by City fund, department, and/or division for Fiscal Year 2020-21.

City Attorney (0001-151)

The City Attorney's Office serves as the general counsel to the City by providing high-quality, timely, and cost effective legal guidance, support, and representation to City officials, departments, boards, commissions, and committees pertaining to their official duties and responsibilities.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to three cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o System-wide Support A — Costs are allocated based on modified total full-time equivalents by City fund, department, and/or division for Fiscal Year 2020-21.
- o System-wide Support B — Costs are allocated based on total City Council agendas by City fund, department, and/or division for Fiscal Year 2020-21.
- o System-wide support C — Costs are allocated based on modified total direct cost by City fund, department, and/or division for Fiscal Year 2020-21.

Finance Administration (0001-171)

The Finance Administration provides direction and oversight of Finance Department employees to provide fiscal support, oversight and control to the Mayor and Council, City Agencies and City Departments to ensure proper fiscal management, budgeting, and accounting; maintains financial, auditing and record keeping standards to ensure sound fiduciary practices. Key services include tax collections, specifically business licensing; purchasing; budget development and monitoring; capital planning; financial forecasting; treasury; payroll; accounts payable; and financial reporting. In addition, Finance Administration reviews the fiscal impact of all City staff reports; provides project management of City-wide and Department-wide projects; oversees special audits; provides fiscal analysis of various proposals.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to three cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o Citywide Financial Service — Costs associated with this activity are allocated based on modified total direct cost per City fund, department, and/or division for FY 2020-21.
- o Accounts Receivable — Costs associated with this activity are allocated based on total accounts receivable transactions per City fund, department, and/or division for FY 2020-21.
- o Purchasing – Costs are allocated based on the number of purchase order invoices per City fund, department, and/or division for FY 2020-21.

Accounting (0001-172)

The General Accounting Division maintains financial and accounting records for the City, Successor Agency, Joint Powers Financing Authority, Port, Municipal Sewer District and Marina Enterprise Funds. This Division provides financial guidance and direction to departments at large and ensures that City records are in compliance with Generally Accepted Accounting Principles (GAAP). This Division prepares accurate financial statements and various reports required by

State, federal and local governments' and assures that timely audits and financial reports are maintained.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to two cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o System-wide Support A — Costs associated with this activity are allocated based on modified total direct cost per City fund, department, and/or division for FY 2020-21.
- o System-wide Support B — Costs are allocated based on total revenues received per City fund, department, and/or division FY 2020-21.

Budget/Operating (0001-173)

The Budget Division provides financial and operations analysis for all City operations; prepares and monitors the City's and other related agency and enterprise operating budgets; prepares and monitors the five-year revenue and expenditure forecast; administers the City's performance measurement and reporting program; and provides ad hoc reports and analysis.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on modified total direct cost per City fund, department, and/or division for FY 2020-21.

Payroll (0001-174)

The Payroll Division ensures that City workers receive accurate pay and benefits without fail. Payroll plays a key role in crucial government programs including fair labor and standards, child support deductions and payments, social security taxes and benefits, unemployment insurance, and Medicare.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on total full-time equivalents per City fund, department, and/or division for FY 2020-21.

Treasury/Cash Management (0001-175)

The Treasury Division is responsible for cash, debt and investment management for the City, Joint Powers Financing Authority, and the Successor Agency. The Division's objective is to optimize resources and cash related services through cash monitoring and forecasting, investments, and banking services.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to two cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o Citywide Support Services — Costs are allocated based on the total revenues received per City fund, department, and/or division for FY 2020-21.

- o Investment Management — Costs associated with activities classified as “Investment Management” in nature per Title 2 CFR – part 200 guidelines and are therefore excluded from resulting cost allocations.

Accounts Payable (0001-176)

The primary purpose of the Accounts Payable Division is to ensure the timely and accurate payment of business transactions for the City of Richmond. The Accounts Payable Division is responsible for invoice processing, vendor payments and customer refunds, as well as State reporting of Diesel Fuel Taxes, Sales and Use Taxes, and 1099 reporting.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on total accounts payable invoices per City fund, department, and/or division for FY 2020-21.

Rev Collection (0001-177)

The Revenue Collection Division collects, processes, records and reports City billings, accounts receivable and revenues in an accurate and timely manner and seeks new opportunities to enhance the City’s revenue base. The Division collects and records all revenues due to the City of Richmond.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on total revenues received per City fund, department, and/or division for FY 2020-21.

Human Resources (0001-178)

The Human Resource Management Department’s mission is to support customers in accomplishing their missions by attracting and retaining a highly skilled and diversified workforce that is fairly compensated and rewarded for its effort in an equitable, safe, and responsible work environment. The Department’s mission is accomplished within existing resources, in an environment of change, with integrity, and in a manner, that is consistent with the City’s policies, Code of Ethics, merit system principles, and federal and state laws. The Department is responsible for recruitment and testing, classification and compensation, training, benefits, administration, and workforce relations.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to two cost pools and allocated to each to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o System-wide Support A — Costs are allocated based on the total full-time equivalents per City fund, department, and/or division for FY 2020-21.
- o System-wide Support B — Costs are allocated based on the total salaries and benefits per City fund, department, and/or division for FY 2020-21.

Facility Maintenance and Administration (0001-232)

The Facility Maintenance Division provides quality and timely maintenance services to the public and other city departments to enhance the quality of life for citizens.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to two cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o Citywide Facility Maintenance Services — Costs are allocated based on the total building square footage of City facilities for FY 2020-21.
- o City Infrastructure Maintenance — Costs associated with “City Infrastructure Maintenance” are direct costs by nature and are therefore excluded from resulting cost allocations.

Equipment Services/Fleet Services (0001-235)

The Equipment Services/Fleet Services Division provides equipment and fleet services for all City-Owned vehicles and machinery.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on full-time equivalents per City fund, department, and/or division for FY 2020-21.

Information Technology Administration (0001-261)

The Information Technology Department works to provide employees with state of the art technology resources. The use of innovative technologies available improves the City of Richmond’s customer support.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on number of IT units per City fund, department, and/or division for FY 2020-21.

Telecommunications, GIS, ERP and Desktop (0001-262)

The Information Technology Department houses the Telecommunications, Geographic Information Systems (GIS), Enterprise Resource Planning (ERP) and Desktop Divisions. The Telecommunications Division supports all telephone VoIP and other communications hardware and software needed for daily operational activities. The GIS Division is responsible for creating and maintaining maps and geographic information. The ERP Division supports the City’s financial system software and other applications needed for daily operational activities. The Desktop Division supports PC’s and desktop applications.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on total full time equivalents per City fund, department, and/or division for FY 2020-21.

IT/Mailroom and Duplication (0001-263)

The Mailroom and Duplication Division of the Information Technology department is responsible for postage and mail room services and duplicating/copy center services.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this division are assigned to a single cost pool and allocated based on the IT/Mailroom and Duplication costs for FY 2020-21.

Non-Departmental (0001-907, 0001-908)

The Non-Departmental Department accounts for expenses that fund activities or programs resulting in citywide benefits but cannot be directly assigned to any particular department.

100% of the allocable Fiscal Year 2020-21 operating expenditures for this department are assigned to four cost pools and allocated to each City fund, department, or division that benefit from the services provided by each cost pool. The cost pool(s) and allocation factors are:

- o Compensated Leave and Retiree Benefits — Costs are allocated based on salaries and benefits per City fund, department and/or division for FY 2020-21.
- o Citywide Support Services — Costs are allocated based on modified total direct cost per City fund, department, and/or division for FY 2020-21.
- o Civic Center Rent Allocation — Costs are allocated based on Civic Center/Plaza full time equivalents per City General Fund department for FY 2020-21.
- o Civic Center/Plaza Security Services — Costs are allocated based on Civic Center/Plaza full time equivalents per City fund, department, and/or division for FY 2020-21.

NAVIGATING THE COST ALLOCATION PLAN

The schedules showing the complete Cost Allocation Plan are attached to this report, and are organized as follows:

-) Table of Contents
-) Allocation 2 — Allocation Inventory: Identifies each support service department, the costs allocated to each identified cost pool, and the factor chosen for allocating costs to budget units that benefit from the support services provided. NBS has identified and documented the source used to allocate costs.
-) Allocation 3 — Total Allocation of Citywide Administrative & Support Services: Summarizes the total citywide overhead and indirect costs allocated to each Fund/Department/Division.
-) Expenses Schedules — 1-Expenses through 20-Expenses: Detail the expenses of citywide overhead and indirect costs for each administrative or support service budget unit. NBS identifies in these worksheets total amounts to be allocated, and adjustments for non-allocable items.
-) Cost Schedules — 1-Costs through 20-Costs: Provide the incoming cost detail for each administrative or support service budget unit.
-) Allocation Detail Schedules — 1-Allocation through 20-Allocation – Allocation of Each Cost Pool: Detail the allocation of each cost pool to budget units that benefit from the support services provided. Per Title 2 CFR – part 200 guidelines, NBS performs the allocations as a “two-step” process. A first pass of allocation calculations allows all support service departments to send costs to both themselves and to all benefiting departments. A final second pass of allocation calculations sends all resulting allocations to support service departments from the first pass to benefiting departments, based on the same approaches described in the Support Service Department Narratives section of this report.
-) Summary Schedules — 1-Summary through 20-Summary: Provide the summary of allocated costs by function for each administrative or support service budget unit.
-) Workspace C — Factor Data: Provides statistical information for each factor used to allocate costs to individual budget units.

EXHIBIT A

Cost Allocation Plan Detail



**TITLE 2 CFR 200 Cost Allocation Plan
Based on Fiscal Year 2020-21 Actual Expenditures**

Prepared for the

City of Richmond

June 21, 2022

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City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

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ALLOCATION INVENTORY

Allocable Budget Unit		Allocable Cost Pool	Total Expense ¹	Allocation Basis
BLDG	Building Use	1.1 Building Depreciation	\$ 964,120	FY 20-21 Building Depreciation per Fund/Department
		Subtotal Building Use	\$ 964,120	
EQUIP	Equipment Use	2.1 Equipment Depreciation	709,236	FY 20-21 Equipment Depreciation per Fund/Department
		Subtotal Equipment Use	\$ 709,236	
0001-131	City Manager's Office	3.1 System-wide Support A	265,799	FY 20-21 Total FTEs per Fund/Department
0001-131	City Manager's Office	3.2 System-wide Support B	265,799	Not Allocated - General Governmental Expense
0001-131	City Manager's Office	3.3 System-wide Support C	265,799	FY 20-21 Modified Total Direct Cost per Fund/Department
		Subtotal City Manager's Office	\$ 797,397	
0001-141	City Clerk	4.1 System-wide Support A	267,301	FY 20-21 Total FTEs per Fund/Department
0001-141	City Clerk	4.2 System-wide Support B	276,662	Not Allocated - General Governmental Expense
0001-141	City Clerk	4.3 System-wide Support C	255,124	FY 20-21 Modified Total Direct Cost per Fund/Department
		Subtotal City Clerk	\$ 799,086	
0001-151	City Attorney	5.1 System-wide Support A	595,353	FY 20-21 Total FTEs per Fund/Department
0001-151	City Attorney	5.2 System-wide Support B	595,353	FY 20-21 Total Council Agendas
0001-151	City Attorney	5.3 System-wide Support C	595,353	FY 20-21 Modified Total Direct Cost per Fund/Department
		Subtotal City Attorney	\$ 1,786,060	
0001-171	Finance Administration	6.1 Citywide Financial Services	724,613	FY 20-21 Modified Total Direct Cost per Fund/Department
		Subtotal Finance Administration	\$ 724,613	
0001-172	Accounting	7.1 System-wide Support A	909,662	FY 20-21 Modified Total Direct Cost per Fund/Department
0001-172	Accounting	7.2 System-wide Support B	303,221	FY 20-21 Total Revenues Received per Fund/Department
		Subtotal Accounting	\$ 1,212,882	
0001-173	Budget/Operating	8.1 Citywide Budget Services	476,217	FY 20-21 Modified Total Direct Cost per Fund/Department
		Subtotal Budget/Operating	\$ 476,217	
0001-174	Payroll	9.1 Citywide Payroll Services	345,969	FY 20-21 Total FTEs per Fund/Department
		Subtotal Payroll	\$ 345,969	
0001-175	Treasury/Cash Management	10.1 Citywide Support Services	541,022	FY 20-21 Total Revenues Received per Fund/Department
0001-175	Treasury/Cash Management	10.2 Investment Management	28,475	Not Allocated
		Subtotal Treasury/Cash Management	\$ 569,497	
0001-176	Accounts Payable	11.1 Citywide Accounts Payable Services	247,478	FY 20-21 Total Accounts Payable Invoices per Fund/Department
		Subtotal Accounts Payable	\$ 247,478	
0001-177	Rev Collection	12.1 Citywide Revenue Collection Services	718,569	FY 20-21 Total Revenues Received per Fund/Department
		Subtotal Rev Collection	\$ 718,569	
0001-178	Purchasing	13.1 Citywide Purchasing Services	374,421	FY 20-21 Total PO's per Fund/Department
		Subtotal Purchasing	\$ 374,421	

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ALLOCATION INVENTORY

Allocable Budget Unit		Allocable Cost Pool	Total Expense ¹	Allocation Basis
0001-181	Human Resources	14.1 System-wide Support A	1,052,093	FY 20-21 Total FTEs per Fund/Department
0001-181	Human Resources	14.2 System-wide Support B	1,052,093	FY 20-21 Total Salaries and Benefits per Fund/Department
		Subtotal Human Resources	\$ 2,104,186	
0001-232	Facility Maintenance and Administration	15.1 Citywide Facility Maintenance Services	846,923	FY 20-21 Total Building Square Footage
0001-232	Facility Maintenance and Administration	15.2 City Infrastructure Maintenance	3,505,710	Not Allocated
		Subtotal Facility Maintenance and Administration	\$ 8,870,227	
0001-235	Equipment Services/Fleet Services	16.1 Citywide Fleet Services	3,238,310	FY 20-21 Total FTEs per Fund/Department
		Subtotal Equipment Services/Fleet Services	\$ 3,238,310	
0001-261	Information Technology Administration	17.1 IT Administration	1,712,698	FY 20-21 Number of IT Units per Fund/Department
		Subtotal Information Technology Administration	\$ 1,712,698	
0001-262	Telecommunications	18.1 Citywide Telecomms Support	1,684,630	FY 20-21 Total FTEs per Fund/Department
		Subtotal Telecommunications	\$ 1,684,630	
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desktop	19.1 Citywide Mailroom/Dupl.	153,498	FY 20-21 IT/Mailrm & Dup Costs
		Subtotal IT/Mailroom and Duplication, GIS, ERP and Desktop	\$ 153,498	
0001-907, 908	Non-Departmental	20.1 Compensated Leave & Retiree Benefits	6,901,504	FY 20-21 Salaries and Benefits per Fund/Dept (General Fund Only)
0001-907, 908	Non-Departmental	20.2 Citywide Support Services	516,275	FY 20-21 Modified Total Direct Cost per Fund/Department
0001-907, 908	Non-Departmental	20.3 Civic Center Rent Allocation	3,210,357	FY 20-21 Civic Center/Plaza FTE per Fund/Department, GF Only
0001-907, 908	Non-Departmental	20.4 Civic Center/Plaza Security Services	377,881	FY 20-21 Civic Center/Plaza FTE per Fund/Department, All Funds
		Subtotal Non-Departmental	\$ 11,006,017	
Grand Total			\$ 38,495,111	

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FUND/ DEPT ACCOUNT NUMBER	NAME	0001-101- OFFICE OF THE MAYOR	0001-105- COUNCIL/CITY COUNCIL DIV	0001-121- POLICE COMMISSION DIV	0001-132- CM- SPCIAL PROJS/ENVIR ONMENTAL	0001-163- GF- PLN/CODE ENFORCEMEN T (DIV)	0001-191- GF- POLICE ADMIN DIV	0001-192- GF- POLICE- PATROL/CIB	0001-193- GF- POLICE/CRIME PREVENTION	0001-194- GF- POLICE-COPS GRANT
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 155,367	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	2,628	-	-	-	453,099	-	-	-
0001-131	City Manager's Office	1,752	4,529	802	5	3,703	142,554	16	954	1,712
0001-141	City Clerk	1,671	4,426	785	4	3,521	134,500	14	922	1,570
0001-151	City Attorney	136,232	66,180	33,404	10	7,996	306,552	33	2,077	3,627
0001-171	Finance Administration	1,959	1,642	235	13	4,499	206,866	46	680	3,949
0001-172	Accounting	2,116	1,861	253	14	5,513	258,659	50	728	4,233
0001-173	Budget/Operating	1,158	971	139	8	2,661	122,333	27	402	2,335
0001-174	Payroll	1,439	5,275	959	-	2,877	95,423	-	959	480
0001-175	Treasury/Cash Management	32	194	1	-	1,333	71,306	-	-	-
0001-176	Accounts Payable	173	1,397	67	-	1,079	16,705	-	308	-
0001-177	Rev Collection	40	246	2	-	1,688	90,318	-	-	-
0001-178	Purchasing	-	2,657	-	-	-	-	2,162	90	135
0001-181	Human Resources	8,899	19,327	3,389	32	18,497	641,594	-	4,384	8,896
0001-232	Facility Maintenance and Administration	-	-	-	-	-	654,276	-	-	-
0001-235	Equipment Services/Fleet Services	12,966	47,544	8,644	-	25,933	860,106	-	8,644	4,322
0001-261	Information Technology Administration	6,636	26,546	-	-	-	544,183	228,292	13,273	-
0001-262	Telecommunications	6,436	23,600	4,291	-	12,873	426,954	-	4,291	2,145
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	372	106	-	-	-	-	-	-	-
0001-907, 908	Non-Departmental	53,860	93,755	13,628	249	106,051	3,763,536	27	21,412	63,469
Allocated Costs		\$ 235,743	\$ 302,883	\$ 66,599	\$ 334	\$ 198,225	\$ 8,944,332	\$ 230,668	\$ 59,124	\$ 96,873

Notes

Costs associated with General Government activities, investment management, and facilities maintenance direct services are not allocated.

City of Richmond
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FUND/ DEPT ACCOUNT NUMBER	NAME	0001-196- GF- POLICE/REGU LATORY	0001-197- CAD DISPATCH SYST/COMM POL DIV	0001-199- GF- PARKING ENFORCEMEN T DIV	0001-201- GF- FIRE/ADMIN DIV	0001-202- GF- FIRE/SUPRES SN DIV	0001-203- GF- FIRE PREVENTION DIV	0001-204- GF- FIRE/ SUPPORT DIV	0001-205- GF- FIRE/TRAININ G DIV	0001-206- GF- FIRE/OF. OF EMS DIV
BLDG	Building Use	\$ -	\$ -	\$ -	\$ 51,774	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	75,299	-	-	-	-	-
0001-131	City Manager's Office	1,523	14,090	785	2,187	65,143	5,212	272	850	961
0001-141	City Clerk	1,433	13,501	738	2,095	61,171	4,908	244	796	928
0001-151	City Attorney	3,271	30,547	1,685	14,117	139,738	11,196	569	1,820	2,093
0001-171	Finance Administration	2,343	13,775	1,241	2,177	103,950	7,853	794	1,429	701
0001-172	Accounting	2,527	15,047	1,331	2,405	111,442	8,902	1,693	1,537	761
0001-173	Budget/Operating	1,386	8,146	734	1,287	61,473	4,644	469	845	415
0001-174	Payroll	959	12,467	480	1,918	39,320	3,357	-	480	959
0001-175	Treasury/Cash Management	28	540	-	138	-	935	1,628	9	17
0001-176	Accounts Payable	58	173	-	125	-	1,329	1,956	106	96
0001-177	Rev Collection	36	684	-	175	-	1,184	2,062	11	22
0001-178	Purchasing	135	-	-	-	135	631	-	2,387	-
0001-181	Human Resources	7,284	69,265	4,364	10,472	319,858	23,251	-	4,154	4,489
0001-232	Facility Maintenance and Administration	-	-	-	-	400,107	-	-	-	-
0001-235	Equipment Services/Fleet Services	8,644	112,376	4,322	17,289	354,415	30,255	-	4,322	8,644
0001-261	Information Technology Administration	7,964	-	10,618	27,873	-	-	21,236	3,982	-
0001-262	Telecommunications	4,291	55,783	2,145	8,582	175,931	15,018	-	2,145	4,291
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	94	-	-	-	-	10,093	-	-	5,493
0001-907, 908	Non-Departmental	44,293	129,596	31,296	62,253	1,980,911	146,401	467	26,165	22,212
Allocated Costs		\$ 86,270	\$ 475,990	\$ 59,741	\$ 280,166	\$ 3,813,596	\$ 275,169	\$ 31,390	\$ 51,039	\$ 52,082

Notes

Costs associated with General Government activities, investment management, and facilities maintenance direct services are not allocated.

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	0001-211- OF OF NB-HOOD SFTY ADMIN DIV	0001-212- OFF OF N-HOOD SFTY/GRANT ADM	0001-231- GF- PW ADMIN-DIV	0001-233- GF- PRKS&LNSK P/PRKS (S- DIV)	0001-234- IT GIS	0001-237- GF- I&M/ABATEME NT SVCS (DIV)	0001-238- GF- I&M/CODE ENFORCEMEN T (DIV)	0001-239- GF- I&M/PROP/ASS ETS MNGT (DIV)	0001-241- GF- LIB&CL SVC/L- ADM DIV
BLDG	Building Use	\$ -	\$ -	\$ 72,806	\$ 25,923	\$ -	\$ -	\$ -	\$ -	\$ 5,625
EQUIP	Equipment Use ²	-	-	155,223	-	-	-	-	-	-
0001-131	City Manager's Office	7,665	413	4,593	18,349	14,188	8,172	361	1	18,531
0001-141	City Clerk	7,438	371	4,352	17,651	13,686	7,860	356	1	17,945
0001-151	City Attorney	19,073	865	9,899	39,862	30,867	17,752	795	3	40,399
0001-171	Finance Administration	4,484	1,206	6,044	15,681	10,898	7,019	-	4	11,998
0001-172	Accounting	5,633	3,211	11,787	20,272	11,958	7,810	23	277	13,380
0001-173	Budget/Operating	2,652	713	3,574	9,273	6,445	4,151	-	2	7,095
0001-174	Payroll	8,152	-	3,357	17,262	13,906	7,672	480	-	19,181
0001-175	Treasury/Cash Management	1,595	3,707	10,261	6,691	530	552	45	527	1,000
0001-176	Accounts Payable	1,021	944	1,628	11,060	2,505	1,474	77	212	1,243
0001-177	Rev Collection	2,020	4,695	12,997	8,475	672	699	57	668	1,267
0001-178	Purchasing	-	-	-	135	1,982	-	-	-	-
0001-181	Human Resources	34,103	-	19,995	77,746	66,051	37,781	1,420	-	84,823
0001-232	Facility Maintenance and Administration	-	-	37,122	74,640	65,994	-	-	-	309,101
0001-235	Equipment Services/Fleet Services	73,476	-	30,255	155,597	125,342	69,154	4,322	-	172,886
0001-261	Information Technology Administration	15,927	-	45,127	15,927	-	-	21,236	-	75,655
0001-262	Telecommunications	36,473	-	15,018	77,238	62,219	34,328	2,145	-	85,820
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	747	-	2,261	30,393	-	-	275
0001-907, 908	Non-Departmental	169,508	710	120,736	378,578	357,789	192,660	4,673	2	450,765
Allocated Costs		\$ 389,223	\$ 16,835	\$ 565,520	\$ 970,360	\$ 787,294	\$ 427,475	\$ 35,990	\$ 1,698	\$ 1,316,986

Notes

Costs associated with General Government activities, investment management, and facilities maintenance direct services are not allocated.

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	0001-242- GF- LS/REF SVCS(S-DIV)	0001-243- GF- LIB&CL SVCS/LEAP DIV	0001-244- GF- LIB&CL SVC/P- ART DIV	0001-251- GF- RECREATION ADM DIV	0001-253- CM&NB/BOOK ER T CTR (S- DIV)	0001-255- GF- CM TRANSPORTA TN OPERATIONS	0001-254- GF- REC/SPCL EVENTS (S- DIV)	0001-256- RECREATION SVCS/AQUATI CS	0001-257- RECREATIO N SVCS/CONV ENTION CTR
BLDG	Building Use	\$ -	\$ -	\$ -	\$ 275,793	\$ 34,023	\$ -	\$ -	\$ 107,310	\$ -
EQUIP	Equipment Use ²	-	-	-	18,630	-	-	-	-	-
0001-131	City Manager's Office	436	4,621	-	7,604	14,210	912	4,408	13,577	1,901
0001-141	City Clerk	391	4,475	-	7,318	13,934	884	4,284	13,399	1,837
0001-151	City Attorney	914	15,935	-	30,588	31,186	1,989	9,629	29,899	4,140
0001-171	Finance Administration	1,274	2,964	-	6,414	3,585	557	2,343	683	1,339
0001-172	Accounting	3,731	3,250	253	7,139	3,969	611	2,514	759	1,465
0001-173	Budget/Operating	753	1,753	-	3,793	2,120	329	1,385	404	792
0001-174	Payroll	-	4,795	-	7,193	17,262	959	4,795	17,742	1,918
0001-175	Treasury/Cash Management	4,572	140	489	508	243	26	4	52	58
0001-176	Accounts Payable	6,002	173	125	1,570	2,466	231	703	568	135
0001-177	Rev Collection	5,791	178	619	643	308	33	5	66	74
0001-178	Purchasing	4,684	-	2,027	-	5,405	-	1,892	405	1,351
0001-181	Human Resources	-	19,642	-	36,043	58,945	2,922	19,459	54,069	8,736
0001-232	Facility Maintenance and Administration	-	-	173,235	265,858	348,491	-	130,900	61,870	329,972
0001-235	Equipment Services/Fleet Services	-	43,221	-	64,832	155,597	8,644	43,221	159,919	17,289
0001-261	Information Technology Administration	49,109	69,018	-	152,637	-	-	-	-	-
0001-262	Telecommunications	-	21,455	-	32,182	77,238	4,291	21,455	79,383	8,582
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	4,274	-	329	167	1,735	1,145	-	-	-
0001-907, 908	Non-Departmental	750	104,425	1,217	185,229	229,442	10,291	87,835	184,851	42,564
Allocated Costs		\$ 82,683	\$ 296,047	\$ 178,294	\$ 1,104,141	\$ 1,000,158	\$ 33,826	\$ 334,832	\$ 724,958	\$ 422,152

Notes

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City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	0001-259- RECREATIO N SVC/S/PLUN GE	0001-260- RECREATIO N SVC/S/CITIE S OF SRVC	0001-291- GF- ADMINIST RATIVE SERVICES	0001-292- GF-STREET SWEEPING	0001-361- GF ECON DEV/SP PRJ ENVIRONM NTL	0001-362- GF ECON DEV/SP PRJ ENVIRONM NTL	0001-364- GF-ECON DEV/PUBLI C ART DIV	0001-369- GF-ECON DEV/REAL ESTATE (DIV)	0001-371- INTERNAL SERVICES- ADMIN	0001-910- GF- NON- DEPT/CITY FESTIVAL	1001- SECURED PENSION OVERRIDE
BLDG	Building Use	\$ 118,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	4,356	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	578	1,064	361	361	1,669	1,027	1,129	1,506	1,038	-	-
0001-141	City Clerk	552	1,021	356	356	1,597	955	1,046	1,418	997	-	-
0001-151	City Attorney	1,251	2,309	795	795	3,615	2,191	2,405	3,235	2,253	-	-
0001-171	Finance Administration	636	1,002	-	-	1,716	1,946	2,245	2,293	924	-	-
0001-172	Accounting	699	1,414	255	21	2,033	3,482	2,673	3,212	1,285	-	-
0001-173	Budget/Operating	376	593	-	-	1,015	1,151	1,328	1,356	547	-	-
0001-174	Payroll	480	959	480	480	1,439	480	480	959	959	-	-
0001-175	Treasury/Cash Management	32	655	492	40	374	2,698	513	1,457	568	-	-
0001-176	Accounts Payable	337	376	385	376	366	289	202	299	231	-	-
0001-177	Rev Collection	41	830	624	51	474	3,417	650	1,845	719	-	-
0001-178	Purchasing	1,261	-	-	-	-	-	-	-	-	-	-
0001-181	Human Resources	2,881	4,415	1,420	1,420	6,994	4,548	2,777	6,452	4,788	-	-
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	4,322	8,644	4,322	4,322	12,966	4,322	4,322	8,644	8,644	-	-
0001-261	Information Technology Administration	-	-	-	7,964	-	-	-	-	-	-	-
0001-262	Telecommunications	2,145	4,291	2,145	2,145	6,436	2,145	2,145	4,291	4,291	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	2,793	1,714	327	-	-	-	-
0001-907, 908	Non-Departmental	16,083	21,829	4,673	4,673	35,681	30,664	16,246	37,977	9,889	-	-
Allocated Costs		\$ 150,252	\$ 53,758	\$ 16,308	\$ 23,002	\$ 79,170	\$ 61,027	\$ 38,490	\$ 74,944	\$ 37,132	\$ -	\$ -

Notes

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City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	1002- STATE GAS TAX	1003- TRANSPOR TATION OPERATIO NS	1004- ASSET SEIZURE FUND	1005- LIBRARY FUND	1006- OUTSIDE FUNDED SVCS - GRANTS	1007- EMERGENC Y MED SERV	1010- N.RICHMO ND WASTE	1012- HILLTOP LANDSCAPE MAINT DIST	1013- FIRE DEPT HAZMAT GRANT	1014- EDA GRANT FUND	1015- MARINA BAY LNDSCP&LI GHTDIST FD
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	3,207	2,118	50	306	2,094	280	127	6,262	333	574	5,682
0001-141	City Clerk	2,879	2,032	45	275	1,880	251	114	6,047	299	516	5,493
0001-151	City Attorney	6,721	4,595	104	642	4,388	587	265	13,633	699	1,204	12,376
0001-171	Finance Administration	9,371	1,973	145	895	6,118	818	370	4,600	974	1,678	3,957
0001-172	Accounting	24,983	2,603	572	1,276	10,154	1,470	404	6,153	1,263	1,799	4,755
0001-173	Budget/Operating	5,542	1,167	86	529	3,618	484	219	2,720	576	992	2,340
0001-174	Payroll	-	1,918	-	-	-	-	-	6,234	-	-	5,754
0001-175	Treasury/Cash Management	28,877	942	804	611	6,950	1,146	14	2,360	422	-	992
0001-176	Accounts Payable	2,399	761	87	1,696	1,050	732	67	2,283	96	-	2,620
0001-177	Rev Collection	36,576	1,194	1,018	774	8,803	1,452	18	2,989	534	-	1,257
0001-178	Purchasing	5,720	2,027	2,117	4,279	19,997	766	2,612	1,621	2,612	-	1,306
0001-181	Human Resources	-	9,516	-	-	-	-	-	27,018	-	-	23,509
0001-232	Facility Maintenance and Administration	-	635,031	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	17,289	-	-	-	-	-	56,188	-	-	51,866
0001-261	Information Technology Administration	-	9,291	-	-	-	-	-	3,982	-	-	1,327
0001-262	Telecommunications	-	8,582	-	-	-	-	-	27,891	-	-	25,746
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	17,367	1,814	-	-	-	-	-	-
0001-907, 908	Non-Departmental	5,517	1,162	86	527	3,602	482	218	2,709	574	988	2,329
Allocated Costs		\$ 131,792	\$ 702,199	\$ 5,112	\$ 29,176	\$ 70,468	\$ 8,467	\$ 4,428	\$ 172,691	\$ 8,384	\$ 7,751	\$ 151,310

Notes

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City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	1017- CHEVRON MODERNIZ ATN PROJ & CIA	1018- RENT CONTROL	1019- SBI RMRA CAP IMPROVEMEN T	1050- CR- PLANNING & BUILDING	1051- CR- ENGINEERIN G	1053- CODE ENFORCEMEN T-CR	1054- ENGINEERIN G GRANTS	1055- ENCROACHM ENTS SVCS	1200- COR HOUSING ADMINISTRATI ON	1201- CDBG
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	7,269	7,210	195	17,564	-	-	171	3,521	1,556	45
0001-141	City Clerk	6,527	6,898	175	16,555	-	-	153	3,423	1,495	40
0001-151	City Attorney	15,236	16,791	410	101,042	39,850	-	358	7,692	26,820	93
0001-171	Finance Administration	21,241	7,370	571	26,036	-	-	499	1,859	1,386	130
0001-172	Accounting	31,407	8,212	1,599	75,618	1,113	55	2,916	2,186	1,867	703
0001-173	Budget/Operating	12,561	4,358	338	15,397	-	-	295	1,099	820	77
0001-174	Payroll	-	6,234	-	11,508	-	-	-	3,836	1,439	-
0001-175	Treasury/Cash Management	16,694	602	1,907	92,225	2,152	107	4,603	374	738	1,089
0001-176	Accounts Payable	1,859	1,541	222	7,957	2,052	10	472	414	588	87
0001-177	Rev Collection	21,145	763	2,416	116,815	2,726	136	5,830	474	934	1,380
0001-178	Purchasing	-	-	-	8,107	3,018	5,900	1,666	-	180	6,351
0001-181	Human Resources	-	34,242	-	65,467	-	-	-	15,739	6,037	51
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	56,188	-	103,731	-	-	-	34,577	12,966	-
0001-261	Information Technology Administration	-	27,873	-	116,800	-	-	-	17,255	10,618	-
0001-262	Telecommunications	-	27,891	-	51,492	-	-	-	17,164	6,436	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	4,463	45,232	-	11,237	-	-	-	-	-	-
0001-907, 908	Non-Departmental	12,506	25,028	336	45,754	1,217	-	294	10,587	4,467	77
Allocated Costs		\$ 150,909	\$ 276,434	\$ 8,170	\$ 883,306	\$ 52,129	\$ 6,208	\$ 17,260	\$ 120,200	\$ 78,347	\$ 10,122

Notes

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City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	1203- NEIGHBORHOOD STABILIZATION	1205- EMPLOYMENT & TRAINING	1207- NEIGHBORHOOD STABILITY(CITY)	1208- SUCCESSOR HOUSING AGENCY	1209- CAL- HOME	1302- HOUSING IN LIEU FEE - DEVELOPER	1303- KIDS FIRST INITIATIVE	1304- EMERGENCY OPERATION & DISASTER RECOVERY	2001- GENERAL CAPITAL FUND	2002- MEASURE J
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	30	11,572	19	166	18	46	1,503	1,386	-	917
0001-141	City Clerk	27	10,946	17	149	16	41	1,447	1,244	-	823
0001-151	City Attorney	64	53,048	40	348	38	95	38,428	2,905	-	1,921
0001-171	Finance Administration	89	15,902	56	485	53	133	1,229	4,050	-	2,679
0001-172	Accounting	95	20,691	208	588	57	143	2,988	9,369	7,527	14,756
0001-173	Budget/Operating	52	9,404	33	287	31	79	727	2,395	-	1,584
0001-174	Payroll	-	8,152	-	-	-	-	1,439	-	-	-
0001-175	Treasury/Cash Management	-	7,042	286	132	-	-	3,228	9,719	14,552	22,974
0001-176	Accounts Payable	-	5,616	19	29	-	-	366	5,636	328	790
0001-177	Rev Collection	-	8,920	362	167	-	-	4,089	12,310	18,432	29,100
0001-178	Purchasing	270	15,539	-	-	-	-	-	-	14,593	4,954
0001-181	Human Resources	316	44,566	-	1,892	221	474	6,198	2,613	-	-
0001-232	Facility Maintenance and Administration	-	260,554	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	73,476	-	-	-	-	12,966	-	-	-
0001-261	Information Technology Administration	-	79,637	-	-	-	-	-	-	-	-
0001-262	Telecommunications	-	36,473	-	-	-	-	6,436	-	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desktop	-	-	-	-	-	-	4,422	-	-	-
0001-907, 908	Non-Departmental	52	28,834	33	285	31	78	4,375	2,384	-	1,577
Allocated Costs		\$ 996	\$ 690,372	\$ 1,076	\$ 4,528	\$ 465	\$ 1,089	\$ 89,842	\$ 54,010	\$ 55,431	\$ 82,076

Notes

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City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	2110- IMPACT FEE - PARK	2111- PF IMP FEES- TRAFFIC/ROA D-ENG	2113- IMPACT FEE - FIRE	2114- IMPACT FEE - POLICE	2115- IMPACT FEE - COMM/AQUAT C	2116- IMPACT FEE - PARKS/OPEN	2117- IMPACT FEE - LIBRARY	2119- IMPACT FEE - STORM DRAINAGE	2120- IMPACT FEE - WASTEWATER
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	21	407	96	6	77	44	17	49	20
0001-141	City Clerk	19	366	86	6	69	40	15	44	18
0001-151	City Attorney	45	854	200	13	161	93	35	102	41
0001-171	Finance Administration	63	1,191	279	18	224	130	49	142	57
0001-172	Accounting	232	2,207	695	19	2,941	671	53	152	62
0001-173	Budget/Operating	37	704	165	11	133	77	29	84	34
0001-174	Payroll	-	-	-	-	-	-	-	-	-
0001-175	Treasury/Cash Management	319	1,799	765	-	5,221	1,028	-	-	-
0001-176	Accounts Payable	10	183	58	-	77	10	48	58	19
0001-177	Rev Collection	404	2,279	969	-	6,614	1,302	-	-	-
0001-178	Purchasing	4,504	495	360	586	495	1,757	901	-	-
0001-181	Human Resources	-	-	-	-	-	-	-	-	-
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	-	-	-	-	-	-	-	-
0001-261	Information Technology Administration	-	-	-	-	-	-	-	-	-
0001-262	Telecommunications	-	-	-	-	-	-	-	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	-	-	-	-	-
0001-907, 908	Non-Departmental	37	701	164	11	132	77	29	84	34
Allocated Costs		\$ 5,691	\$ 11,188	\$ 3,836	\$ 668	\$ 16,144	\$ 5,228	\$ 1,177	\$ 714	\$ 285

Notes

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City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
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FUND/ DEPT ACCOUNT NUMBER	NAME	2125- IRON TRIANGLE/E PA PROGRAMS	2126- COR- HOUSING DEPT CIP FUND	3001- DS - 2005 TAXABLE POB	3002- DS - 99A PENSION OBLIG BOND	3005- DS - 2007 CIVIC CENTER	4001- PORT OF RICHMOND	4003- WASTEWAT ER	4005- MARINA	4006- STORM WATER	4008- KCRT - CABLE TELEVIS
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	255	-	621	380	5,717	8,546	28,893	291	2,193	2,412
0001-141	City Clerk	229	-	558	341	5,134	7,772	26,239	261	1,969	2,296
0001-151	City Attorney	535	-	1,303	796	11,984	29,750	60,913	610	42,103	5,211
0001-171	Finance Administration	746	-	1,816	1,110	16,708	21,812	74,950	851	6,409	2,833
0001-172	Accounting	3,033	-	1,947	1,190	17,912	28,914	96,109	912	11,025	3,064
0001-173	Budget/Operating	441	-	1,074	656	9,880	12,899	44,323	503	3,790	1,675
0001-174	Payroll	-	-	-	-	-	1,439	4,316	-	-	1,918
0001-175	Treasury/Cash Management	4,318	-	-	-	-	10,691	30,461	-	8,030	51
0001-176	Accounts Payable	77	-	-	-	-	2,688	7,736	-	1,118	1,069
0001-177	Rev Collection	5,469	-	-	-	-	13,541	38,583	-	10,171	65
0001-178	Purchasing	-	45	-	-	-	12,701	10,224	180	2,612	946
0001-181	Human Resources	237	-	-	-	-	9,201	26,658	-	1,467	11,904
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	-	-	-	-	12,966	38,899	-	-	17,289
0001-261	Information Technology Administration	-	-	-	-	-	7,964	63,709	-	-	94,237
0001-262	Telecommunications	-	-	-	-	-	6,436	19,309	-	-	8,582
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	-	-	-	-	-	-
0001-907, 908	Non-Departmental	439	-	1,069	653	9,837	12,842	56,298	501	3,774	7,753
Allocated Costs		\$ 15,779	\$ 45	\$ 8,388	\$ 5,126	\$ 77,173	\$ 200,160	\$ 627,619	\$ 4,109	\$ 94,662	\$ 161,305

Notes

Costs associated with General Government activities, investment management, and facilities maintenance direct services are not allocated.

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
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FUND/ DEPT ACCOUNT NUMBER	NAME	4101- RHA- HSNG CHOICE VOUCHER- SEC 8	4102- RHA- HOPE 6	4201- RHA- CAPITAL FUND	4401- RHA- HACIENDA	4404- RHA- NEVIN PLAZA	4405- RHA- NYSTROM VILLAGE	4406- RHA- RICHMOND VILLAGE ONE	4407- RHA- RICHMOND VILLAGE TWO	4408- RHA- RICHMOND VILLAGE THREE	4501- RHA- CENTRAL OFFICE COST CNTR
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	25	49	335	456	3,022	1,304	320	272	154	465
0001-141	City Clerk	22	44	301	410	2,779	1,204	287	244	138	450
0001-151	City Attorney	51	103	702	957	6,413	2,772	670	570	322	1,013
0001-171	Finance Administration	72	144	978	1,334	6,724	2,757	935	794	450	304
0001-172	Accounting	77	154	2,142	1,430	7,215	2,956	1,002	852	482	499
0001-173	Budget/Operating	42	85	579	789	3,976	1,630	553	470	266	180
0001-174	Payroll	-	-	-	-	959	480	-	-	-	480
0001-175	Treasury/Cash Management	-	-	2,113	-	13	-	-	-	-	335
0001-176	Accounts Payable	-	116	308	501	7,148	5,395	-	-	-	3,035
0001-177	Rev Collection	-	-	2,677	-	17	-	-	-	-	424
0001-178	Purchasing	-	-	-	-	-	-	-	-	-	-
0001-181	Human Resources	-	-	-	-	4,599	3,018	-	-	-	2,085
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	-	-	-	8,644	4,322	-	-	-	4,322
0001-261	Information Technology Administration	15,927	-	-	-	-	-	-	-	-	-
0001-262	Telecommunications	-	-	-	-	4,291	2,145	-	-	-	2,145
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	17	17	-	-	-	-
0001-907, 908	Non-Departmental	42	85	576	2,002	10,859	2,840	550	468	265	179
Allocated Costs		\$ 16,259	\$ 781	\$ 10,710	\$ 7,879	\$ 66,677	\$ 30,841	\$ 4,318	\$ 3,669	\$ 2,077	\$ 15,915

Notes

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FUND/ DEPT ACCOUNT NUMBER	NAME	4502- RHA- HOUSING (RAD) CORPORATI ON	5001- INSURANCE RESERVES	5003- EQUIPMEN T SERVICES	5005- CAD DISPATCH SYSTEM	5006- RMS RECORDS SERVICES	5008- COMPENS ATED ABSENCES	6001- GENERAL TRUST & AGENCY	6004- COMMISSION ON AGING	6005- SEAVER GALLERY TRUST FUND	6007- SENIOR TRUST DEPOSIT	6047- CERTBT PLAN FUND
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	0	24,114	1,411	361	-	2,784	-	3	-	14	281
0001-141	City Clerk	0	21,818	1,267	356	-	2,500	-	3	-	13	252
0001-151	City Attorney	0	50,741	2,958	795	-	5,836	-	6	-	29	589
0001-171	Finance Administration	0	65,201	4,124	-	-	8,136	-	8	-	41	821
0001-172	Accounting	0	96,081	28,396	13	-	8,723	-	10	-	108	881
0001-173	Budget/Operating	0	38,558	2,439	-	-	4,812	-	5	-	24	486
0001-174	Payroll	-	2,398	-	480	-	-	-	-	-	-	-
0001-175	Treasury/Cash Management	-	50,612	46,348	26	-	-	-	2	-	124	-
0001-176	Accounts Payable	-	2,081	829	154	-	-	-	29	10	145	-
0001-177	Rev Collection	-	64,107	58,706	32	-	-	-	3	-	157	-
0001-178	Purchasing	-	9,458	33,149	3,243	1,757	-	-	-	-	-	-
0001-181	Human Resources	-	21,405	-	1,420	-	19,325	-	-	-	-	1,911
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	21,611	-	4,322	-	-	-	-	-	-	-
0001-261	Information Technology Administration	-	1,327	-	-	-	-	-	-	-	-	-
0001-262	Telecommunications	-	10,727	-	2,145	-	-	-	-	-	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	-	-	-	6,407	-	-	-
0001-907, 908	Non-Departmental	0	45,690	2,428	-	-	4,790	-	5	-	24	484
Allocated Costs		\$ 1	\$ 525,928	\$ 182,056	\$ 13,347	\$ 1,757	\$ 56,907	\$ -	\$ 6,482	\$ 10	\$ 679	\$ 5,704

Notes

Costs associated with General Government activities, investment management, and facilities maintenance direct services are not allocated.

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FUND/ DEPT ACCOUNT NUMBER	NAME	6048- OPEB PLAN TRUST	6049- PT MOLATE PRIVATE- PURPOSE TRST	6050- GENERAL PENSION FUND	6051- POLICE & FIRE PENSION	6052- GARFIELD PENSION FUND	6058- MARINA WESTSHORE DEB	6059- COUNTRY CLUB VISTA	6060- REASSESSME NT DISTRICT 2003-1	6101- SA- PROPERTY TAX TRUST FUND	6102- SA- ADMINISTRAT ION
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	9,117	271	3,039	10,556	425	85	224	-	-	267
0001-141	City Clerk	8,187	243	2,957	10,262	414	77	201	-	-	240
0001-151	City Attorney	19,110	568	6,642	23,061	929	179	469	-	-	559
0001-171	Finance Administration	26,643	792	1,504	5,555	187	250	654	-	-	779
0001-172	Accounting	28,563	849	1,612	5,956	201	268	701	-	-	1,396
0001-173	Budget/Operating	15,755	469	889	3,285	111	148	386	-	-	461
0001-174	Payroll	-	-	3,357	11,508	480	-	-	-	-	-
0001-175	Treasury/Cash Management	-	-	-	-	-	-	-	-	-	1,083
0001-176	Accounts Payable	-	-	-	-	-	-	-	-	-	1,503
0001-177	Rev Collection	-	-	-	-	-	-	-	-	-	1,372
0001-178	Purchasing	-	-	-	-	-	-	-	-	-	450
0001-181	Human Resources	62,287	-	13,511	46,629	1,865	-	-	-	-	1,492
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	-	30,255	103,731	4,322	-	-	-	-	-
0001-261	Information Technology Administration	-	-	-	-	-	-	-	-	-	-
0001-262	Telecommunications	-	-	15,018	51,492	2,145	-	-	-	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	-	-	-	-	-	-
0001-907, 908	Non-Departmental	15,686	466	885	3,271	110	147	385	-	-	459
Allocated Costs		\$ 185,348	\$ 3,660	\$ 79,669	\$ 275,307	\$ 11,188	\$ 1,154	\$ 3,019	\$ -	\$ -	\$ 10,060

Notes

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FUND/ DEPT ACCOUNT NUMBER	NAME	6103- SA - CAPITAL PROJECT FUNDS	6208- SA-CIP 07B TARB BND PRCD- HSG	6300- SA-DS HARBOR 98 TARB	6304- SA-DS 2003B TARB	6305- SA-DS 2004A TARB 2/3	6306- SA-DS 2004A TARB - 1/3 HSING	6307- SA-DS 2004B TARB - HOUSING	6308- SA-DS 2007/10A TARB	6309- SA-DS 2007/10B TARB - HOUSING	6401- SA-DS 2014A NON- TAXABLE BONDS
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-	-	-	-
0001-131	City Manager's Office	675	-	6	519	420	211	48	867	-	-
0001-141	City Clerk	606	-	6	466	377	189	43	779	3	658
0001-151	City Attorney	1,414	-	14	1,087	880	441	100	1,818	7	1,537
0001-171	Finance Administration	1,971	-	19	1,516	1,227	616	140	2,535	10	2,143
0001-172	Accounting	9,846	-	20	1,625	1,315	660	150	2,718	11	2,297
0001-173	Budget/Operating	1,166	-	11	897	725	364	83	1,499	6	1,267
0001-174	Payroll	-	-	-	-	-	-	-	-	-	-
0001-175	Treasury/Cash Management	14,948	-	-	-	-	-	-	-	-	-
0001-176	Accounts Payable	877	-	-	-	-	-	-	-	-	-
0001-177	Rev Collection	18,934	-	-	-	-	-	-	-	-	-
0001-178	Purchasing	2,567	-	-	-	-	-	-	-	-	-
0001-181	Human Resources	759	-	-	-	-	-	-	-	-	-
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	-	-	-	-
0001-235	Equipment Services/Fleet Services	-	-	-	-	-	-	-	-	-	-
0001-261	Information Technology Administration	-	-	-	-	-	-	-	-	-	-
0001-262	Telecommunications	-	-	-	-	-	-	-	-	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	-	-	-	-	-	-
0001-907, 908	Non-Departmental	1,161	-	11	893	722	362	82	1,493	6	-
Allocated Costs		\$ 54,923	\$ -	\$ 88	\$ 7,003	\$ 5,666	\$ 2,843	\$ 646	\$ 11,709	\$ 43	\$ 7,903

Notes

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FUND/ DEPT ACCOUNT NUMBER	NAME	6402- SA- DS 2014B TAXABLE BONDS	6403- SA- DS LOANS PAYABLE	6404- SA-DS 2021A NON- TAXABLE BONDS is new	6405- SA- DS 2021B TAXABLE BONDS is new	6996- SUCCES SOR AGENCY GLTDAG	9102- CITY OF RICHMON D - GFAAG	AO- ALL OTHER
BLDG	Building Use	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
EQUIP	Equipment Use ²	-	-	-	-	-	-	-
0001-131	City Manager's Office	-	-	-	-	-	-	-
0001-141	City Clerk	-	673	684	125	453	11,986	-
0001-151	City Attorney	-	1,571	1,597	291	1,058	27,979	-
0001-171	Finance Administration	-	2,191	2,226	406	1,475	39,007	-
0001-172	Accounting	-	2,348	2,387	435	1,582	41,819	16,664
0001-173	Budget/Operating	-	1,295	1,316	240	872	23,068	-
0001-174	Payroll	-	-	-	-	-	-	-
0001-175	Treasury/Cash Management	-	-	-	-	-	-	-
0001-176	Accounts Payable	-	-	-	-	-	-	9,460
0001-177	Rev Collection	-	-	-	-	-	-	40,804
0001-178	Purchasing	-	-	-	-	-	-	73,459
0001-181	Human Resources	-	-	-	-	-	-	-
0001-232	Facility Maintenance and Administration	-	-	-	-	-	-	561,249
0001-235	Equipment Services/Fleet Services	-	-	-	-	-	-	-
0001-261	Information Technology Administration	-	-	-	-	-	-	-
0001-262	Telecommunications	-	-	-	-	-	-	-
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	-	-	-	-	-	-	-
0001-907, 908	Non-Departmental	-	-	-	-	-	-	-
Allocated Costs		\$ -	\$ 8,079	\$ 8,210	\$ 1,496	\$ 5,441	\$ 143,858	\$ 701,637

Notes

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City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

FUND/ DEPT ACCOUNT NUMBER	NAME	Subtotal	Direct Billed	Unallocated ¹	Total
BLDG	Building Use	\$ 847,195	\$ -	\$ -	\$ 847,195
EQUIP	Equipment Use ²	709,236	-	-	709,236
0001-131	City Manager's Office	562,088	-	322,875	884,963
0001-141	City Clerk	544,698	-	330,090	874,788
0001-151	City Attorney	1,734,773	-	-	1,734,773
0001-171	Finance Administration	870,134	-	-	870,134
0001-172	Accounting	1,215,299	-	-	1,215,299
0001-173	Budget/Operating	514,566	-	-	514,566
0001-174	Payroll	373,061	-	-	373,061
0001-175	Treasury/Cash Management	513,824	-	34,239	548,063
0001-176	Accounts Payable	143,090	-	-	143,090
0001-177	Rev Collection	691,627	-	-	691,627
0001-178	Purchasing	290,999	-	-	290,999
0001-181	Human Resources	2,173,217	-	-	2,173,217
0001-232	Facility Maintenance and Administration	4,308,400	-	5,730,141	10,038,541
0001-235	Equipment Services/Fleet Services	3,362,624	-	-	3,362,624
0001-261	Information Technology Administration	1,793,150	-	-	1,793,150
0001-262	Telecommunications	1,669,197	-	-	1,669,197
0001-263	IT/Mailroom and Duplication, GIS, ERP and Desk	153,295	-	-	153,295
0001-907, 908	Non-Departmental	9,607,292	-	-	9,607,292
Allocated Costs		\$32,077,766	\$ -	\$ 6,417,345	\$ 38,495,111

Notes

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City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

INDIRECT COST RATES

Receiving Departments	Central Service Cost ^[1]	Indirect Cost Rate Base ^[2]	Indirect Cost Rates
Citywide Indirect Rate	\$ 31,201,142	\$ 120,272,001	26%

^[1] Expenses Allocated to all receiving departments

^[2] Salary, Wages, and Benefits expenses less indirect central service departments

^[3] Rate should be applied to salary and benefit costs

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

BLDG- Building Use

Expense Type	\$	Spread Method	Building Depreciation
Straight Line Depreciation Amount			
Building Depreciation Allowance	\$ 964,120	D	\$ 964,120
Subtotal	\$ 964,120		\$ 964,120
DEPARTMENTAL EXPENDITURES	\$ 964,120		\$ 964,120
Reallocation of Incoming Costs			
First Allocation	\$ -		\$ 964,120
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ -		\$ 964,120
Second Allocation	\$ -		\$ -
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ -		\$ -
TOTAL FUNCTIONAL COSTS	\$ 964,120		\$ 964,120

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

BLDG- Building Use	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 964,120		\$ 964,120
Incoming Costs			
BLDG- Building Use		\$ -	\$ -
EQUIP- Equipment Use		-	-
0001-131- City Manager's Office		-	-
0001-141- City Clerk		-	-
0001-151- City Attorney		-	-
0001-171- Finance Administration		-	-
0001-172- Accounting		-	-
0001-173- Budget/Operating		-	-
0001-174- Payroll		-	-
0001-175- Treasury/Cash Management		-	-
0001-176- Accounts Payable		-	-
0001-177- Rev Collection		-	-
0001-178- Purchasing		-	-
0001-181- Human Resources		-	-
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		-	-
0001-261- Information Technology Administration		-	-
0001-262- Telecommunications		-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ -	\$ -	\$ -
Total Costs to be Allocated	\$ 964,120	\$ -	\$ 964,120

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

BLDG- Building Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Building Depreciation	1.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-	-	-
0001-131- City Manager's Office	-	0.000%	-		-	-	-
0001-141- City Clerk	-	0.000%	-		-	-	-
0001-151- City Attorney	-	0.000%	-		-	-	-
0001-171- Finance Administration	-	0.000%	-		-	-	-
0001-172- Accounting	-	0.000%	-		-	-	-
0001-173- Budget/Operating	-	0.000%	-		-	-	-
0001-174- Payroll	-	0.000%	-		-	-	-
0001-175- Treasury/Cash Management	-	0.000%	-		-	-	-
0001-176- Accounts Payable	-	0.000%	-		-	-	-
0001-177- Rev Collection	-	0.000%	-		-	-	-
0001-178- Purchasing	-	0.000%	-		-	-	-
0001-181- Human Resources	-	0.000%	-		-	-	-
0001-232- Facility Maintenance and Administration	116,579	12.092%	116,579		116,579	-	116,579
0001-235- Equipment Services/Fleet Services	-	0.000%	-		-	-	-
0001-261- Information Technology Administration	345	0.036%	345		345	-	345
0001-262- Telecommunications	-	0.000%	-		-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-		-	-	-
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
-	-	0.000%	-		-	-	-
0001-101- OFFICE OF THE MAYOR	-	0.000%	-		-	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	-	0.000%	-		-	-	-
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	155,367	16.115%	155,367		155,367	-	155,367
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	-	0.000%	-		-	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	51,774	5.370%	51,774		51,774	-	51,774
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	-	0.000%	-		-	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	0.000%	-		-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	0.000%	-		-	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	72,806	7.552%	72,806		72,806	-	72,806
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	25,923	2.689%	25,923		25,923	-	25,923
0001-234- IT GIS	-	0.000%	-		-	-	-
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-		-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-

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BLDG- Building Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-	-	-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	5,625	0.583%	5,625	-	5,625	-	5,625
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-	-	-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	0.000%	-	-	-	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-	-	-	-	-
0001-251- GF-RECREATION ADM DIV	275,793	28.606%	275,793	-	275,793	-	275,793
0001-253- CM&NB/BOOKER T CTR (S-DIV)	34,023	3.529%	34,023	-	34,023	-	34,023
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-	-	-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	0.000%	-	-	-	-	-
0001-256- RECREATION SVCS/AQUATICS	107,310	11.130%	107,310	-	107,310	-	107,310
0001-257- RECREATION SVCS/CONVENTION CTR	-	0.000%	-	-	-	-	-
0001-259- RECREATION SVCS/PLUNGE	118,576	12.299%	118,576	-	118,576	-	118,576
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-	-	-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-	-	-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-	-	-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-	-	-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-	-	-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-	-	-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-	-	-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-	-	-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-	-	-	-	-
1002- STATE GAS TAX	-	0.000%	-	-	-	-	-
1003- TRANSPORTATION OPERATIONS	-	0.000%	-	-	-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-	-	-	-	-
1005- LIBRARY FUND	-	0.000%	-	-	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-	-	-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-	-	-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-	-	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-	-	-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-	-	-	-	-
1014- EDA GRANT FUND	-	0.000%	-	-	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-	-	-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-	-	-	-	-
1018- RENT CONTROL	-	0.000%	-	-	-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-	-	-	-	-
1050- CR-PLANNING & BUILDING	-	0.000%	-	-	-	-	-
1051- CR-ENGINEERING	-	0.000%	-	-	-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-	-	-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-	-	-	-	-
1200- COR HOUSING ADMINISTRATION	-	0.000%	-	-	-	-	-
1201- CDBG	-	0.000%	-	-	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-	-	-	-	-
1205- EMPLOYMENT & TRAINING	-	0.000%	-	-	-	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-	-	-	-	-
1208- SUCCESSOR HOUSING AGNCY	-	0.000%	-	-	-	-	-
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	-	0.000%	-	-	-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

BLDG- Building Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	-	0.000%	-	-	-	-	-
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

BLDG- Building Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TARB BND PRCDs-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TARB	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TARB	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	964,120	100.000%	\$ 964,120	\$ -	\$ 964,120	\$ -	\$ 964,120

Allocation Basis: FY 20-21 Building Depreciation per Fund/Department

Source of Allocation: Fixed Assets_03.25.2022.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

BLDG- Building Use		
	Building Depreciation	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	-	-
0001-141- City Clerk	-	-
0001-151- City Attorney	-	-
0001-171- Finance Administration	-	-
0001-172- Accounting	-	-
0001-173- Budget/Operating	-	-
0001-174- Payroll	-	-
0001-175- Treasury/Cash Management	-	-
0001-176- Accounts Payable	-	-
0001-177- Rev Collection	-	-
0001-178- Purchasing	-	-
0001-181- Human Resources	-	-
0001-232- Facility Maintenance and Administration	116,579	116,579
0001-235- Equipment Services/Fleet Services	-	-
0001-261- Information Technology Administration	345	345
0001-262- Telecommunications	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and C	-	-
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	-	-
0001-121- POLICE COMMISSION DIV	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	-
0001-191- GF-POLICE ADMIN DIV	155,367	155,367
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	-
0001-194- GF-POLICE-COPS GRANT	-	-
0001-196- GF-POLICE/REGULATORY	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	-
0001-201- GF-FIRE/ADMIN DIV	51,774	51,774
0001-202- GF-FIRE/SUPRESSN DIV	-	-
0001-203- GF-FIRE PREVENTION DIV	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	72,806	72,806
0001-233- GF-PRKS&LNSKIP/PRKS (S-DIV)	25,923	25,923
0001-234- IT GIS	-	-
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

BLDG- Building Use		
	Building Depreciation	Total
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	5,625	5,625
0001-242- GF-LS/REF SVCS(S-DIV)	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	275,793	275,793
0001-253- CM&NB/BOOKER T CTR (S-DIV)	34,023	34,023
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	-
0001-256- RECREATION SVCS/AQUATICS	107,310	107,310
0001-257- RECREATION SVCS/CONVENTION CTR	-	-
0001-259- RECREATION SVCS/PLUNGE	118,576	118,576
0001-260- RECREATION SVCS/CITIES OF SRVC	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	-	-
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	-
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	-	-
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	-	-
1200- COR HOUSING ADMINISTRATION	-	-
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGNCY	-	-
1209- CAL-HOME	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

BLDG- Building Use		
	Building Depreciation	Total
1303- KIDS FIRST INITIATIVE	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	-	-
4003- WASTEWATER	-	-
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	-	-
4405- RHA-NYSTROM VILLAGE	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	-	-
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	-	-
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-
6058- MARINA WESTSHORE DEB	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

BLDG- Building Use		Building Depreciation	Total
6059-	COUNTRY CLUB VISTA	-	-
6060-	REASSESSMENT DISTRICT 2003-1	-	-
6101-	SA-PROPERTY TAX TRUST FUND	-	-
6102-	SA- ADMINISTRATION	-	-
6103-	SA - CAPITAL PROJECT FUNDS	-	-
6208-	SA-CIP 07B TAR BND PRCDS-HSG	-	-
6300-	SA-DS HARBOR 98 TAR B	-	-
6304-	SA-DS 2003B TAR B	-	-
6305-	SA-DS 2004A TAR B 2/3	-	-
6306-	SA-DS 2004A TAR B -1/3 HSING	-	-
6307-	SA-DS 2004B TAR B - HOUSING	-	-
6308-	SA-DS 2007/10A TAR B	-	-
6309-	SA-DS 2007/10B TAR B - HOUSING	-	-
6401-	SA-DS 2014A NON-TAXABLE BONDS	-	-
6402-	SA-DS 2014B TAXABLE BONDS	-	-
6403-	SA-DS LOANS PAYABLE	-	-
6404-	SA-DS 2021A NON-TAXABLE BONDS is new	-	-
6405-	SA-DS 2021B TAXABLE BONDS is new	-	-
6996-	SUCCESSOR AGENCY - GLTDAG	-	-
9102-	CITY OF RICHMOND - GFAAG	-	-
AO-	ALL OTHER	-	-
Total		\$ 964,120	\$ 964,120

City of Richmond
 TITLE 2 CFR 200 Cost Allocation Plan
 Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

EQUIP- Equipment Use

Expense Type	\$	Spread Method	Equipment Depreciation
Straight Line Depreciation Amount			
Equipment Depreciation Allowance	\$ 709,236	D	\$ 709,236
Subtotal Operating Cost	\$ 709,236		\$ 709,236
DEPARTMENTAL EXPENDITURES	\$ 709,236		\$ 709,236

Reallocation of Incoming Costs			
First Allocation	\$ -		\$ 709,236
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ -		\$ 709,236
Second Allocation	\$ -		\$ -
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ -		\$ -
TOTAL FUNCTIONAL COSTS	\$ 709,236		\$ 709,236

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

EQUIP- Equipment Use	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 709,236		\$ 709,236
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use		-	-
0001-131- City Manager's Office		-	-
0001-141- City Clerk		-	-
0001-151- City Attorney		-	-
0001-171- Finance Administration		-	-
0001-172- Accounting		-	-
0001-173- Budget/Operating		-	-
0001-174- Payroll		-	-
0001-175- Treasury/Cash Management		-	-
0001-176- Accounts Payable		-	-
0001-177- Rev Collection		-	-
0001-178- Purchasing		-	-
0001-181- Human Resources		-	-
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		-	-
0001-261- Information Technology Administration		-	-
0001-262- Telecommunications		-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ -	\$ -	\$ -
Total Costs to be Allocated	\$ 709,236	\$ -	\$ 709,236

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

EQUIP- Equipment Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Equipment Depreciation	2.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	-	0.000%	-		-	-	-
0001-141- City Clerk	-	0.000%	-		-	-	-
0001-151- City Attorney	-	0.000%	-		-	-	-
0001-171- Finance Administration	-	0.000%	-		-	-	-
0001-172- Accounting	-	0.000%	-		-	-	-
0001-173- Budget/Operating	-	0.000%	-		-	-	-
0001-174- Payroll	-	0.000%	-		-	-	-
0001-175- Treasury/Cash Management	-	0.000%	-		-	-	-
0001-176- Accounts Payable	-	0.000%	-		-	-	-
0001-177- Rev Collection	-	0.000%	-		-	-	-
0001-178- Purchasing	-	0.000%	-		-	-	-
0001-181- Human Resources	-	0.000%	-		-	-	-
0001-232- Facility Maintenance and Administration	-	0.000%	-		-	-	-
0001-235- Equipment Services/Fleet Services	-	0.000%	-		-	-	-
0001-261- Information Technology Administration	-	0.000%	-		-	-	-
0001-262- Telecommunications	-	0.000%	-		-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-		-	-	-
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
-		0.000%	-		-	-	-
0001-101- OFFICE OF THE MAYOR	-	0.000%	-		-	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	2,628	0.371%	2,628		2,628	-	2,628
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	453,099	63.886%	453,099		453,099	-	453,099
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	-	0.000%	-		-	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	75,299	10.617%	75,299		75,299	-	75,299
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	-	0.000%	-		-	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	0.000%	-		-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	0.000%	-		-	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	155,223	21.886%	155,223		155,223	-	155,223
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	-	0.000%	-		-	-	-
0001-234- IT GIS	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

EQUIP- Equipment Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-	-	-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-	-	-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-	-	-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	-	0.000%	-	-	-	-	-
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-	-	-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	0.000%	-	-	-	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-	-	-	-	-
0001-251- GF-RECREATION ADM DIV	18,630	2.627%	18,630	-	18,630	-	18,630
0001-253- CM&NB/BOOKER T CTR (S-DIV)	-	0.000%	-	-	-	-	-
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-	-	-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	0.000%	-	-	-	-	-
0001-256- RECREATION SVCS/AQUATICS	-	0.000%	-	-	-	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	0.000%	-	-	-	-	-
0001-259- RECREATION SVCS/PLUNGE	-	0.000%	-	-	-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	4,356	0.614%	4,356	-	4,356	-	4,356
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-	-	-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-	-	-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-	-	-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-	-	-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-	-	-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-	-	-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-	-	-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-	-	-	-	-
1002- STATE GAS TAX	-	0.000%	-	-	-	-	-
1003- TRANSPORTATION OPERATIONS	-	0.000%	-	-	-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-	-	-	-	-
1005- LIBRARY FUND	-	0.000%	-	-	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-	-	-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-	-	-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-	-	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-	-	-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-	-	-	-	-
1014- EDA GRANT FUND	-	0.000%	-	-	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-	-	-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-	-	-	-	-
1018- RENT CONTROL	-	0.000%	-	-	-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-	-	-	-	-
1050- CR-PLANNING & BUILDING	-	0.000%	-	-	-	-	-
1051- CR-ENGINEERING	-	0.000%	-	-	-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-	-	-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-	-	-	-	-
1200- COR HOUSING ADMINISTRATION	-	0.000%	-	-	-	-	-
1201- CDBG	-	0.000%	-	-	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-	-	-	-	-
1205- EMPLOYMENT & TRAINING	-	0.000%	-	-	-	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-	-	-	-	-
1208- SUCCESSOR HOUSING AGNCY	-	0.000%	-	-	-	-	-
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

EQUIP- Equipment Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1303- KIDS FIRST INITIATIVE	-	0.000%	-	-	-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	-	0.000%	-	-	-	-	-
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

EQUIP- Equipment Use

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR B BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	\$ 709,236	100.000%	\$ 709,236	\$ -	\$ 709,236	\$ -	\$ 709,236

Allocation Basis: FY 20-21 Equipment Depreciation per Fund/Department

Source of Allocation: Fixed Assets_03.25.2022.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

EQUIP- Equipment Use		
	Equipment Depreciation	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	-	-
0001-141- City Clerk	-	-
0001-151- City Attorney	-	-
0001-171- Finance Administration	-	-
0001-172- Accounting	-	-
0001-173- Budget/Operating	-	-
0001-174- Payroll	-	-
0001-175- Treasury/Cash Management	-	-
0001-176- Accounts Payable	-	-
0001-177- Rev Collection	-	-
0001-178- Purchasing	-	-
0001-181- Human Resources	-	-
0001-232- Facility Maintenance and Administration	-	-
0001-235- Equipment Services/Fleet Services	-	-
0001-261- Information Technology Administration	-	-
0001-262- Telecommunications	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	-	-
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	2,628	2,628
0001-121- POLICE COMMISSION DIV	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	-
0001-191- GF-POLICE ADMIN DIV	453,099	453,099
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	-
0001-194- GF-POLICE-COPS GRANT	-	-
0001-196- GF-POLICE/REGULATORY	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	-
0001-201- GF-FIRE/ADMIN DIV	75,299	75,299
0001-202- GF-FIRE/SUPRESSN DIV	-	-
0001-203- GF-FIRE PREVENTION DIV	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	155,223	155,223
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	-	-
0001-234- IT GIS	-	-
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

EQUIP- Equipment Use		
	Equipment Depreciation	Total
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	-	-
0001-242- GF-LS/REF SVCS(S-DIV)	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	18,630	18,630
0001-253- CM&NB/BOOKER T CTR (S-DIV)	-	-
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	-
0001-256- RECREATION SVCS/AQUATICS	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	-
0001-259- RECREATION SVCS/PLUNGE	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	4,356	4,356
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	-	-
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	-
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCLP&LIGHTDIST FD	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	-	-
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	-	-
1200- COR HOUSING ADMINISTRATION	-	-
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGNCY	-	-
1209- CAL-HOME	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

EQUIP- Equipment Use		
	Equipment Depreciation	Total
1303- KIDS FIRST INITIATIVE	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	-	-
4003- WASTEWATER	-	-
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	-	-
4405- RHA-NYSTROM VILLAGE	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	-	-
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	-	-
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-
6058- MARINA WESTSHORE DEB	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

EQUIP- Equipment Use			Equipment Depreciation	Total
6059-	COUNTRY CLUB VISTA	-	-	-
6060-	REASSESSMENT DISTRICT 2003-1	-	-	-
6101-	SA-PROPERTY TAX TRUST FUND	-	-	-
6102-	SA- ADMINISTRATION	-	-	-
6103-	SA - CAPITAL PROJECT FUNDS	-	-	-
6208-	SA-CIP 07B TAR BND PRCDS-HSG	-	-	-
6300-	SA-DS HARBOR 98 TAR B	-	-	-
6304-	SA-DS 2003B TAR B	-	-	-
6305-	SA-DS 2004A TAR B 2/3	-	-	-
6306-	SA-DS 2004A TAR B -1/3 HSING	-	-	-
6307-	SA-DS 2004B TAR B - HOUSING	-	-	-
6308-	SA-DS 2007/10A TAR B	-	-	-
6309-	SA-DS 2007/10B TAR B - HOUSING	-	-	-
6401-	SA-DS 2014A NON-TAXABLE BONDS	-	-	-
6402-	SA-DS 2014B TAXABLE BONDS	-	-	-
6403-	SA-DS LOANS PAYABLE	-	-	-
6404-	SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-
6405-	SA-DS 2021B TAXABLE BONDS is new	-	-	-
6996-	SUCCESSOR AGENCY - GLTDAG	-	-	-
9102-	CITY OF RICHMOND - GFAAG	-	-	-
AO-	ALL OTHER	-	-	-
Total		\$	709,236	\$ 709,236

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-131- City Manager's Office

Expense Type	Distribution Percentage		33.33%		33.33%		33.33%	
	\$	Spread Method	System-wide Support A		System-wide Support B		System-wide Support C	
Personnel								
400001 - SALARIES & WAGES/Executive	\$ 255,000	S	\$ 85,000		\$ 85,000		\$ 85,000	
400002 - SALARIES & WAGES/Mgmt-Local 21	79,812	S	26,604		26,604		26,604	
400041 - OTHER PAY/Shift Differential	-	S	-		-		-	
400048 - OTHER PAY/Bilingual Pay	2,452	S	817		817		817	
400049 - OTHER PAY/Auto Allowance	6,000	S	2,000		2,000		2,000	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	5,044	S	1,681		1,681		1,681	
400105 - P-ROLL BEN/Health Insurance Be	32,029	S	10,676		10,676		10,676	
400106 - P-ROLL BEN/Dental Insurance	3,681	S	1,227		1,227		1,227	
400109 - P-ROLL BEN/Employee Assistance	88	S	29		29		29	
400110 - P-ROLL BEN/Professional Dev-Mg	1,549	S	516		516		516	
400111 - P-ROLL BEN/Vision	428	S	143		143		143	
400112 - P-ROLL BEN/Life Insurance	1,277	S	426		426		426	
400114 - P-ROLL BEN/Long Term Disabilit	2,179	S	726		726		726	
400116 - P-ROLL BEN/Unemployment Ins	887	S	296		296		296	
400122 - P-ROLL BEN/Worker Comp-Prof	29,994	S	9,998		9,998		9,998	
400127 - P-ROLL BEN/OPEB	13,691	S	4,564		4,564		4,564	
400149 - P-ROLL BEN/PERS-Misc	45,133	S	15,044		15,044		15,044	
400151 - P-ROLL BEN/PERS-Misc (UAL)	50,503	S	16,834		16,834		16,834	
Subtotal Personnel Cost	\$ 529,750		\$ 176,583		\$ 176,583		\$ 176,583	
Operating Services & Supplies								
400201 - PROF SVCS/Professional Svcs	\$ 155,026	S	\$ 51,675		\$ 51,675		\$ 51,675	
400231 - OFF EXP/Postage & Mailing	2,016	S	672		672		672	
400233 - OFF EXP/Copying & Duplicating	9	S	3		3		3	
400242 - TRAVEL & TRNG/Mileage	20	S	7		7		7	
400244 - TRAVEL & TRNG/Faxcell Ph Allow	600	S	200		200		200	
400246 - TRAVEL & TRNG/Registration Fee	1,520	S	507		507		507	
400261 - DUES & PUB/Membership & Dues	1,800	S	600		600		600	
400262 - DUES & PUB/Books & Subs	346	S	115		115		115	
400263 - DUES & PUB/Subscription	115	S	38		38		38	
400283 - ADM EXP/Storage Cost	126	S	42		42		42	
400304 - RENTAL EXP/Equipment Rental	1,640	S	547		547		547	
400322 - MISC EXP/Misc Exp	1,792	S	597		597		597	
400341 - OFF SUPP/Office Supplies	1,192	S	397		397		397	
400344 - OFF SUPP/Computer Supplies	149	S	50		50		50	
400401 - UTILITIES/Tel & Telegraph	1,056	S	352		352		352	
400528 - SERVICES/Video Graph & Product	132	S	44		44		44	
400538 - CONTRACT SVCS/Oth Cntrl Svcs	69	S	23		23		23	
400574 - COST POOL/(ISF)-Gen Liability	100,038	S	33,346		33,346		33,346	
400592 - COST POOL/(CON)-Admin Charges	(245,982)	S	(81,994)		(81,994)		(81,994)	
Subtotal Operating Cost	\$ 21,665		\$ 7,222		\$ 7,222		\$ 7,222	

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-131- City Manager's Office

Expense Type	Distribution Percentage		33.33%		
	\$	Spread Method	System-wide Support A	System-wide Support B	System-wide Support C
Disallowed Expenses					
400592 - COST POOL/(CON)-Admin Charges	245,982	[1]	\$ 81,994	\$ 81,994	\$ 81,994
Subtotal Disallowed Costs	\$ 245,982		\$ 81,994	\$ 81,994	\$ 81,994
DEPARTMENTAL EXPENDITURES	\$ 797,397		\$ 265,799	\$ 265,799	\$ 265,799
Reallocation of Incoming Costs					
First Allocation	\$ -		\$ 265,799	\$ 265,799	\$ 265,799
Unallocated Costs	\$ -		\$ -	\$ -	\$ -
Subtotal of First Allocation	\$ -		\$ 265,799	\$ 265,799	\$ 265,799
Second Allocation	\$ 171,229		\$ 57,076	\$ 57,076	\$ 57,076
Unallocated Costs	\$ -		\$ -	\$ -	\$ -
Subtotal of Second Allocation	\$ 171,229		\$ 57,076	\$ 57,076	\$ 57,076
TOTAL FUNCTIONAL COSTS	\$ 968,626		\$ 322,875	\$ 322,875	\$ 322,875

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-131- City Manager's Office	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 797,397		\$ 797,397
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office		1,921	1,921
0001-141- City Clerk		1,869	1,869
0001-151- City Attorney		47,985	47,985
0001-171- Finance Administration		2,086	2,086
0001-172- Accounting		3,503	3,503
0001-173- Budget/Operating		1,281	1,281
0001-174- Payroll		1,581	1,581
0001-175- Treasury/Cash Management		2,031	2,031
0001-176- Accounts Payable		1,125	1,125
0001-177- Rev Collection		2,591	2,591
0001-178- Purchasing		15,017	15,017
0001-181- Human Resources		9,012	9,012
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		15,627	15,627
0001-261- Information Technology Administration		-	-
0001-262- Telecommunications		8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		105	105
0001-907, 908- Non-Departmental		57,429	57,429
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ -	\$ 171,229	\$ 171,229
Total Costs to be Allocated	\$ 797,397	\$ 171,229	\$ 968,626

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support A	3.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	1,187		1,187		1,187
0001-141- City Clerk	4	0.446%	1,187		1,187	256	1,443
0001-151- City Attorney	11	1.228%	3,263		3,263	704	3,967
0001-171- Finance Administration	3	0.335%	890		890	192	1,082
0001-172- Accounting	7	0.781%	2,077		2,077	448	2,524
0001-173- Budget/Operating	4	0.446%	1,187		1,187	256	1,443
0001-174- Payroll	3	0.335%	890		890	192	1,082
0001-175- Treasury/Cash Management	4	0.446%	1,187		1,187	256	1,443
0001-176- Accounts Payable	2	0.223%	593		593	128	721
0001-177- Rev Collection	5	0.558%	1,483		1,483	320	1,803
0001-178- Purchasing	2	0.223%	593		593	128	721
0001-181- Human Resources	13	1.451%	3,856		3,856	832	4,688
0001-232- Facility Maintenance and Administration	34	3.795%	10,086		10,086	2,176	12,262
0001-235- Equipment Services/Fleet Services	13	1.451%	3,856		3,856	832	4,688
0001-261- Information Technology Administration	4	0.446%	1,187		1,187	256	1,443
0001-262- Telecommunications	4	0.446%	1,187		1,187	256	1,443
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	297		297	64	361
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
-	-	0.000%	-		-	-	-
0001-101- OFFICE OF THE MAYOR	3	0.335%	890		890	192	1,082
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	3,263		3,263	704	3,967
0001-121- POLICE COMMISSION DIV	2	0.223%	593		593	128	721
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	1,780		1,780	384	2,164
0001-191- GF-POLICE ADMIN DIV	199	22.210%	59,033		59,033	12,733	71,767
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	593		593	128	721
0001-194- GF-POLICE-COPS GRANT	1	0.112%	297		297	64	361
0001-196- GF-POLICE/REGULATORY	2	0.223%	593		593	128	721
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	7,713		7,713	1,664	9,377
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	297		297	64	361
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	1,187		1,187	256	1,443
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	24,325		24,325	5,247	29,572
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	2,077		2,077	448	2,524
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	297		297	64	361
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	593		593	128	721
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	5,043		5,043	1,088	6,131
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	2,077		2,077	448	2,524
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	36	4.018%	10,679		10,679	2,304	12,983
0001-234- IT GIS	29	3.237%	8,603		8,603	1,856	10,458
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	4,746		4,746	1,024	5,770
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	297		297	64	361
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	11,866		11,866	2,559	14,425

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-	-	-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	2,967	-	2,967	640	3,606
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-	-	-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	4,450	-	4,450	960	5,410
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	10,679	-	10,679	2,304	12,983
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	593	-	593	128	721
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	2,967	-	2,967	640	3,606
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	10,976	-	10,976	2,368	13,344
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	1,187	-	1,187	256	1,443
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	297	-	297	64	361
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	593	-	593	128	721
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	297	-	297	64	361
0001-292- GF-STREET SWEEPING	1	0.112%	297	-	297	64	361
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	890	-	890	192	1,082
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	297	-	297	64	361
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	297	-	297	64	361
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	593	-	593	128	721
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	593	-	593	128	721
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-	-	-	-	-
1002- STATE GAS TAX	-	0.000%	-	-	-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	1,187	-	1,187	256	1,443
1004- ASSET SEIZURE FUND	-	0.000%	-	-	-	-	-
1005- LIBRARY FUND	-	0.000%	-	-	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-	-	-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-	-	-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-	-	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	3,856	-	3,856	832	4,688
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-	-	-	-	-
1014- EDA GRANT FUND	-	0.000%	-	-	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	12	1.339%	3,560	-	3,560	768	4,328
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-	-	-	-	-
1018- RENT CONTROL	13	1.451%	3,856	-	3,856	832	4,688
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-	-	-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	7,120	-	7,120	1,536	8,655
1051- CR-ENGINEERING	-	0.000%	-	-	-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-	-	-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	2,373	-	2,373	512	2,885
1200- COR HOUSING ADMINISTRATION	3	0.335%	890	-	890	192	1,082
1201- CDBG	-	0.000%	-	-	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-	-	-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	5,043	-	5,043	1,088	6,131
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-	-	-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-	-	-	-	-
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	890	-	890	192	1,082
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	890	-	890	192	1,082
4003- WASTEWATER	9	1.004%	2,670	-	2,670	576	3,246
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	1,187	-	1,187	256	1,443
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	593	-	593	128	721
4405- RHA-NYSTROM VILLAGE	1	0.112%	297	-	297	64	361
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	297	-	297	64	361
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	1,483	-	1,483	320	1,803
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	297	-	297	64	361
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	2,077	-	2,077	448	2,524
6051- POLICE & FIRE PENSION	24	2.679%	7,120	-	7,120	1,536	8,655
6052- GARFIELD PENSION FUND	1	0.112%	297	-	297	64	361
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6304- SA-DS 2003B TARB	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE		0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new		0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new		0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG		0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG		0.000%	-	-	-	-	-
AO- ALL OTHER		0.000%	-	-	-	-	-
Total	896	100.000%	\$ 265,799	\$ -	\$ 265,799	\$ 57,076	\$ 322,875

Allocation Basis: FY 20-21 Total FTEs per Fund/Department

Source of Allocation:	City Staff Roster 20-21 Pay-benefitsA.xlsx
System-wide Support B	3.2
Total	- 0.000% \$ - \$ - \$ - \$ - \$ -

Allocation Basis: Not Allocated - General Governmental Expense

Source of Allocation: N/A

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support C	3.3						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	697,359	0.276%	734		734		734
0001-141- City Clerk	777,896	0.308%	819		819	176	996
0001-151- City Attorney	1,751,709	0.694%	1,845		1,845	397	2,242
0001-171- Finance Administration	553,449	0.219%	583		583	126	708
0001-172- Accounting	1,240,824	0.492%	1,307		1,307	281	1,588
0001-173- Budget/Operating	476,217	0.189%	502		502	108	610
0001-174- Payroll	345,969	0.137%	364		364	78	443
0001-175- Treasury/Cash Management	569,497	0.226%	600		600	129	729
0001-176- Accounts Payable	247,478	0.098%	261		261	56	317
0001-177- Rev Collection	718,569	0.285%	757		757	163	920
0001-178- Purchasing	374,421	0.148%	394		394	85	479
0001-181- Human Resources	2,005,530	0.795%	2,112		2,112	455	2,567
0001-232- Facility Maintenance and Administration	8,153,968	3.231%	8,587		8,587	1,849	10,436
0001-235- Equipment Services/Fleet Services	3,238,310	1.283%	3,410		3,410	734	4,145
0001-261- Information Technology Administration	1,655,871	0.656%	1,744		1,744	376	2,119
0001-262- Telecommunications	1,684,630	0.667%	1,774		1,774	382	2,156
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.061%	162		162	35	196
0001-907, 908- Non-Departmental	7,795,660	3.089%	8,210		8,210	1,768	9,978
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.208%	552		552	119	670
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.174%	462		462	100	562
0001-121- POLICE COMMISSION DIV	62,842	0.025%	66		66	14	80
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.001%	4		4	1	5
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.477%	1,267		1,267	273	1,540
0001-191- GF-POLICE ADMIN DIV	55,306,835	21.913%	58,245		58,245	12,542	70,787
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	13		13	3	16
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.072%	191		191	41	233
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.418%	1,112		1,112	239	1,351
0001-196- GF-POLICE/REGULATORY	626,523	0.248%	660		660	142	802
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.459%	3,879		3,879	835	4,714
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.131%	350		350	75	425
0001-201- GF-FIRE/ADMIN DIV	581,965	0.231%	613		613	132	745
0001-202- GF-FIRE/SUPRESSN DIV	27,791,828	11.012%	29,268		29,268	6,302	35,571
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.832%	2,211		2,211	476	2,687
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.084%	224		224	48	272
0001-205- GF-FIRE/TRAINING DIV	382,158	0.151%	402		402	87	489
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.074%	198		198	43	240
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.475%	1,263		1,263	272	1,535
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.128%	340		340	73	413
0001-231- GF-PW ADMIN-DIV	1,615,853	0.640%	1,702		1,702	366	2,068
0001-233- GF-PRKS&LNDKSKP/PRKS (S-DIV)	4,192,433	1.661%	4,415		4,415	951	5,366

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	2,913,668	1.154%	3,068		3,068	661	3,729
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.743%	1,976		1,976	426	2,402
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	1		1	0	1
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.271%	3,378		3,378	727	4,105
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.135%	359		359	77	436
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.314%	835		835	180	1,014
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.679%	1,806		1,806	389	2,195
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.380%	1,009		1,009	217	1,227
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.059%	157		157	34	191
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.248%	660		660	142	802
0001-256- RECREATION SVCS/AQUATICS	182,634	0.072%	192		192	41	234
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.142%	377		377	81	458
0001-259- RECREATION SVCS/PLUNGE	170,093	0.067%	179		179	39	218
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.106%	282		282	61	343
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.182%	483		483	104	587
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.206%	548		548	118	666
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.238%	632		632	136	768
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.243%	646		646	139	785
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.098%	260		260	56	316
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	2,505,332	0.993%	2,638		2,638	568	3,207
1003- TRANSPORTATION OPERATIONS	527,519	0.209%	556		556	120	675
1004- ASSET SEIZURE FUND	38,869	0.015%	41		41	9	50
1005- LIBRARY FUND	239,327	0.095%	252		252	54	306
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.648%	1,723		1,723	371	2,094
1007- EMERGENCY MED SERV	218,705	0.087%	230		230	50	280
1010- N.RICHMOND WASTE	98,933	0.039%	104		104	22	127
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.487%	1,295		1,295	279	1,574
1013- FIRE DEPT HAZMAT GRANT	260,528	0.103%	274		274	59	333
1014- EDA GRANT FUND	448,646	0.178%	472		472	102	574
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,057,801	0.419%	1,114		1,114	240	1,354
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.250%	5,981		5,981	1,288	7,269
1018- RENT CONTROL	1,970,289	0.781%	2,075		2,075	447	2,522
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.060%	161		161	35	195
1050- CR-PLANNING & BUILDING	6,960,808	2.758%	7,331		7,331	1,579	8,909
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	133,511	0.053%	141		141	30	171
1055- ENCROACHMENTS SVCS	496,910	0.197%	523		523	113	636
1200- COR HOUSING ADMINISTRATION	370,521	0.147%	390		390	84	474
1201- CDBG	34,796	0.014%	37		37	8	45
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	25		25	5	30
1205- EMPLOYMENT & TRAINING	4,251,434	1.684%	4,477		4,477	964	5,441
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	16		16	3	19
1208- SUCCESSOR HOUSING AGENCY	129,618	0.051%	137		137	29	166
1209- CAL-HOME	14,174	0.006%	15		15	3	18

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.014%	37		37	8	46
1303- KIDS FIRST INITIATIVE	328,708	0.130%	346		346	75	421
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.429%	1,140		1,140	246	1,386
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	716,192	0.284%	754		754	162	917
2110- IMPACT FEE - PARK	16,777	0.007%	18		18	4	21
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.126%	335		335	72	407
2113- IMPACT FEE - FIRE	74,637	0.030%	79		79	17	96
2114- IMPACT FEE - POLICE	4,795	0.002%	5		5	1	6
2115- IMPACT FEE - COMM/AQUATC	59,927	0.024%	63		63	14	77
2116- IMPACT FEE - PARKS/OPEN	34,743	0.014%	37		37	8	44
2117- IMPACT FEE - LIBRARY	13,210	0.005%	14		14	3	17
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.015%	40		40	9	49
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	16		16	3	20
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.079%	210		210	45	255
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.192%	511		511	110	621
3002- DS - 99A PENSION OBLIG BOND	296,687	0.118%	312		312	67	380
3005- DS - 2007 CIVIC CENTER	4,466,982	1.770%	4,704		4,704	1,013	5,717
4001- PORT OF RICHMOND	5,831,462	2.311%	6,141		6,141	1,322	7,464
4003- WASTEWATER	20,038,389	7.939%	21,103		21,103	4,544	25,647
4005- MARINA	227,391	0.090%	239		239	52	291
4006- STORM WATER	1,713,549	0.679%	1,805		1,805	389	2,193
4008- KCRT - CABLE TELEVIS	757,422	0.300%	798		798	172	969
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.008%	20		20	4	25
4102- RHA-HOPE 6	38,490	0.015%	41		41	9	49
4201- RHA-CAPITAL FUND	261,561	0.104%	275		275	59	335
4401- RHA-HACIENDA	356,607	0.141%	376		376	81	456
4404- RHA-NEVIN PLAZA	1,797,674	0.712%	1,893		1,893	408	2,301
4405- RHA-NYSTROM VILLAGE	737,142	0.292%	776		776	167	943
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.099%	263		263	57	320
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.084%	224		224	48	272
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.048%	127		127	27	154
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.032%	86		86	18	104
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0		0	0	0
5001- INSURANCE RESERVES	17,431,941	6.907%	18,358		18,358	3,953	22,311
5003- EQUIPMENT SERVICES	1,102,646	0.437%	1,161		1,161	250	1,411
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.862%	2,291		2,291	493	2,784
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	2		2	1	3
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	12		12	2	14
6047- CERTBT PLAN FUND	219,584	0.087%	231		231	50	281
6048- OPEB PLAN TRUST	7,123,046	2.822%	7,502		7,502	1,615	9,117
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.084%	223		223	48	271
6050- GENERAL PENSION FUND	401,991	0.159%	423		423	91	515
6051- POLICE & FIRE PENSION	1,485,241	0.588%	1,564		1,564	337	1,901
6052- GARFIELD PENSION FUND	50,048	0.020%	53		53	11	64
6058- MARINA WESTSHORE DEB	66,784	0.026%	70		70	15	85
6059- COUNTRY CLUB VISTA	174,720	0.069%	184		184	40	224

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-131- City Manager's Office

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	208,383	0.083%	219	-	219	47	267
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.209%	555	-	555	120	675
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	5,077	0.002%	5	-	5	1	6
6304- SA-DS 2003B TAR B	405,325	0.161%	427	-	427	92	519
6305- SA-DS 2004A TAR B 2/3	327,948	0.130%	345	-	345	74	420
6306- SA-DS 2004A TAR B -1/3 HSING	164,564	0.065%	173	-	173	37	211
6307- SA-DS 2004B TAR B - HOUSING	37,387	0.015%	39	-	39	8	48
6308- SA-DS 2007/10A TAR B	677,753	0.269%	714	-	714	154	867
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	252,388,666	100.000%	\$ 265,799	\$ -	\$ 265,799	\$ 57,076	\$ 322,875

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-131- City Manager's Office	System-wide Support A	System-wide Support B	System-wide Support C	Total
ALLOCABLE BUDGET UNITS				
BLDG- Building Use	\$ -	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-	-
0001-131- City Manager's Office	1,187	-	734	1,921
0001-141- City Clerk	1,443	-	996	2,438
0001-151- City Attorney	3,967	-	2,242	6,209
0001-171- Finance Administration	1,082	-	708	1,790
0001-172- Accounting	2,524	-	1,588	4,113
0001-173- Budget/Operating	1,443	-	610	2,052
0001-174- Payroll	1,082	-	443	1,525
0001-175- Treasury/Cash Management	1,443	-	729	2,171
0001-176- Accounts Payable	721	-	317	1,038
0001-177- Rev Collection	1,803	-	920	2,723
0001-178- Purchasing	721	-	479	1,200
0001-181- Human Resources	4,688	-	2,567	7,255
0001-232- Facility Maintenance and Administration	12,262	-	10,436	22,698
0001-235- Equipment Services/Fleet Services	4,688	-	4,145	8,833
0001-261- Information Technology Administration	1,443	-	2,119	3,562
0001-262- Telecommunications	1,443	-	2,156	3,599
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	361	-	196	557
0001-907, 908- Non-Departmental	-	-	9,978	9,978
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
RECEIVING BUDGET UNITS				
0001-101- OFFICE OF THE MAYOR	1,082	-	670	1,752
0001-105- COUNCIL/CITY COUNCIL DIV	3,967	-	562	4,529
0001-121- POLICE COMMISSION DIV	721	-	80	802
0001-132- CM-SPCIAL PROJ/ENVIRONMENTAL	-	-	5	5
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	2,164	-	1,540	3,703
0001-191- GF-POLICE ADMIN DIV	71,767	-	70,787	142,554
0001-192- GF-POLICE-PATROL/CIB	-	-	16	16
0001-193- GF-POLICE/CRIME PREVENTION	721	-	233	954
0001-194- GF-POLICE-COPS GRANT	361	-	1,351	1,712
0001-196- GF-POLICE/REGULATORY	721	-	802	1,523
0001-197- CAD DISPATCH SYST/COMM POL DIV	9,377	-	4,714	14,090
0001-199- GF-PARKING ENFORCEMENT DIV	361	-	425	785
0001-201- GF-FIRE/ADMIN DIV	1,443	-	745	2,187
0001-202- GF-FIRE/SUPPRESSN DIV	29,572	-	35,571	65,143
0001-203- GF-FIRE PREVENTION DIV	2,524	-	2,687	5,212
0001-204- GF-FIRE/ SUPPORT DIV	-	-	272	272
0001-205- GF-FIRE/TRAINING DIV	361	-	489	850
0001-206- GF-FIRE/OF. OF EMS DIV	721	-	240	961
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	6,131	-	1,535	7,665
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-	413	413
0001-231- GF-PW ADMIN-DIV	2,524	-	2,068	4,593
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	12,983	-	5,366	18,349
0001-234- IT GIS	10,458	-	3,729	14,188
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	5,770	-	2,402	8,172

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-131- City Manager's Office	System-wide Support A	System-wide Support B	System-wide Support C	Total
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	361	-	-	361
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-	1	1
0001-241- GF-LIB&CL SVC/L-ADM DIV	14,425	-	4,105	18,531
0001-242- GF-LS/REF SVCS(S-DIV)	-	-	436	436
0001-243- GF-LIB&CL SVCS/LEAP DIV	3,606	-	1,014	4,621
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-	-	-
0001-251- GF-RECREATION ADM DIV	5,410	-	2,195	7,604
0001-253- CM&NB/BOOKER T CTR (S-DIV)	12,983	-	1,227	14,210
0001-255- GF-CM TRANSPORTATN OPERATIONS	721	-	191	912
0001-254- GF-REC/SPCL EVENTS (S-DIV)	3,606	-	802	4,408
0001-256- RECREATION SVCS/AQUATICS	13,344	-	234	13,577
0001-257- RECREATION SVCS/CONVENTION CTR	1,443	-	458	1,901
0001-259- RECREATION SVCS/PLUNGE	361	-	218	578
0001-260- RECREATION SVCS/CITIES OF SRVC	721	-	343	1,064
0001-291- GF-ADMINISTRATIVE SERVICES	361	-	-	361
0001-292- GF-STREET SWEEPING	361	-	-	361
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,082	-	587	1,669
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	361	-	666	1,027
0001-364- GF-ECON DEV/PUBLIC ART DIV	361	-	768	1,129
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	721	-	785	1,506
0001-371- INTERNAL SERVICES-ADMIN	721	-	316	1,038
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-	-
1002- STATE GAS TAX	-	-	3,207	3,207
1003- TRANSPORTATION OPERATIONS	1,443	-	675	2,118
1004- ASSET SEIZURE FUND	-	-	50	50
1005- LIBRARY FUND	-	-	306	306
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-	2,094	2,094
1007- EMERGENCY MED SERV	-	-	280	280
1010- N.RICHMOND WASTE	-	-	127	127
1012- HILLTOP LANDSCAPE MAINT DIST	4,688	-	1,574	6,262
1013- FIRE DEPT HAZMAT GRANT	-	-	333	333
1014- EDA GRANT FUND	-	-	574	574
1015- MARINA BAY LNDSCP&LIGHTDIST FD	4,328	-	1,354	5,682
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-	7,269	7,269
1018- RENT CONTROL	4,688	-	2,522	7,210
1019- SBI RMRA CAP IMPROVEMENT	-	-	195	195
1050- CR-PLANNING & BUILDING	8,655	-	8,909	17,564
1051- CR-ENGINEERING	-	-	-	-
1053- CODE ENFORCEMENT-CR	-	-	-	-
1054- ENGINEERING GRANTS	-	-	171	171
1055- ENCROACHMENTS SVCS	2,885	-	636	3,521
1200- COR HOUSING ADMINISTRATION	1,082	-	474	1,556
1201- CDBG	-	-	45	45
1203- NEIGHBORHOOD STABILIZATION	-	-	30	30
1205- EMPLOYMENT & TRAINING	6,131	-	5,441	11,572
1207- NEIGHBORHOOD STAB(CITY)	-	-	19	19
1208- SUCCESSOR HOUSING AGENCY	-	-	166	166
1209- CAL-HOME	-	-	18	18
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-	46	46
1303- KIDS FIRST INITIATIVE	1,082	-	421	1,503

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-131- City Manager's Office	System-wide Support A	System-wide Support B	System-wide Support C	Total
1304- EMERGENCY OPE & DISASTR RECVRY	-	-	1,386	1,386
2001- GENERAL CAPITAL FUND	-	-	-	-
2002- MEASURE J	-	-	917	917
2110- IMPACT FEE - PARK	-	-	21	21
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-	407	407
2113- IMPACT FEE - FIRE	-	-	96	96
2114- IMPACT FEE - POLICE	-	-	6	6
2115- IMPACT FEE - COMM/AQUATC	-	-	77	77
2116- IMPACT FEE - PARKS/OPEN	-	-	44	44
2117- IMPACT FEE - LIBRARY	-	-	17	17
2119- IMPACT FEE - STORM DRAINAGE	-	-	49	49
2120- IMPACT FEE - WASTEWATER	-	-	20	20
2125- IRON TRIANGLE/EPA PROGRAMS	-	-	255	255
2126- COR-HOUSING DEPT CIP FUND	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	-	621	621
3002- DS - 99A PENSION OBLIG BOND	-	-	380	380
3005- DS - 2007 CIVIC CENTER	-	-	5,717	5,717
4001- PORT OF RICHMOND	1,082	-	7,464	8,546
4003- WASTEWATER	3,246	-	25,647	28,893
4005- MARINA	-	-	291	291
4006- STORM WATER	-	-	2,193	2,193
4008- KCRT - CABLE TELEVIS	1,443	-	969	2,412
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-	25	25
4102- RHA-HOPE 6	-	-	49	49
4201- RHA-CAPITAL FUND	-	-	335	335
4401- RHA-HACIENDA	-	-	456	456
4404- RHA-NEVIN PLAZA	721	-	2,301	3,022
4405- RHA-NYSTROM VILLAGE	361	-	943	1,304
4406- RHA-RICHMOND VILLAGE ONE	-	-	320	320
4407- RHA-RICHMOND VILLAGE TWO	-	-	272	272
4408- RHA-RICHMOND VILLAGE THREE	-	-	154	154
4501- RHA-CENTRAL OFFICE COST CNTR	361	-	104	465
4502- RHA-HOUSING (RAD) CORPORATION	-	-	0	0
5001- INSURANCE RESERVES	1,803	-	22,311	24,114
5003- EQUIPMENT SERVICES	-	-	1,411	1,411
5005- CAD DISPATCH SYSTEM	361	-	-	361
5006- RMS RECORDS SERVICES	-	-	-	-
5008- COMPENSATED ABSENCES	-	-	2,784	2,784
6001- GENERAL TRUST & AGENCY	-	-	-	-
6004- COMMISSION ON AGING	-	-	3	3
6005- SEAVER GALLERY TRUST FUND	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	-	14	14
6047- CERTBT PLAN FUND	-	-	281	281
6048- OPEB PLAN TRUST	-	-	9,117	9,117
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-	271	271
6050- GENERAL PENSION FUND	2,524	-	515	3,039
6051- POLICE & FIRE PENSION	8,655	-	1,901	10,556
6052- GARFIELD PENSION FUND	361	-	64	425
6058- MARINA WESTSHORE DEB	-	-	85	85
6059- COUNTRY CLUB VISTA	-	-	224	224
6060- REASSESSMENT DISTRICT 2003-1	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-131- City Manager's Office	System-wide Support A	System-wide Support B	System-wide Support C	Total
6101- SA-PROPERTY TAX TRUST FUND	-	-	-	-
6102- SA- ADMINISTRATION	-	-	267	267
6103- SA - CAPITAL PROJECT FUNDS	-	-	675	675
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	-	6	6
6304- SA-DS 2003B TAR B	-	-	519	519
6305- SA-DS 2004A TAR B 2/3	-	-	420	420
6306- SA-DS 2004A TAR B -1/3 HSING	-	-	211	211
6307- SA-DS 2004B TAR B - HOUSING	-	-	48	48
6308- SA-DS 2007/10A TAR B	-	-	867	867
6309- SA-DS 2007/10B TAR B - HOUSING	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	-	-	-
AO- ALL OTHER	-	-	-	-
Total	\$ 322,875	\$ -	\$ 322,875	\$ 645,750

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-141- City Clerk

			Distribution Percentage	33.33%	33.33%	33.33%
Expense Type	\$	Spread Method	System-wide Support A	System-wide Support B	System-wide Support C	
Personnel						
400001 - SALARIES & WAGES/Executive	\$ 137,498	S	\$ 45,833	\$ 45,833	\$ 45,833	
400003 - SALARIES & WAGES/Local 1021	234,035	S	78,012	78,012	78,012	
400031 - OVERTIME/General	28,372	S	9,457	9,457	9,457	
400043 - OTHER PAY/Acting Pay - General	1,050	S	350	350	350	
400048 - OTHER PAY/Bilingual Pay	2,866	S	955	955	955	
400049 - OTHER PAY/Auto Allowance	4,200	S	1,400	1,400	1,400	
400066 - OTHER PAY/Assign Diff-non-PERS	1,483	S	494	494	494	
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(2,511)	S	(837)	(837)	(837)	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	5,996	S	1,999	1,999	1,999	
400105 - P-ROLL BEN/Health Insurance Be	58,786	S	19,595	19,595	19,595	
400106 - P-ROLL BEN/Dental Insurance	7,255	S	2,418	2,418	2,418	
400109 - P-ROLL BEN/Employee Assistance	175	S	58	58	58	
400111 - P-ROLL BEN/Vision	848	S	283	283	283	
400112 - P-ROLL BEN/Life Insurance	833	S	278	278	278	
400114 - P-ROLL BEN/Long Term Disabilit	2,662	S	887	887	887	
400116 - P-ROLL BEN/Unemployment Ins	1,763	S	588	588	588	
400117 - P-ROLL BEN/Personal/Prof Dev	2,250	S	750	750	750	
400121 - P-ROLL BEN/Worker Comp-Clerica	25,978	S	8,659	8,659	8,659	
400122 - P-ROLL BEN/Worker Comp-Prof	12,388	S	4,129	4,129	4,129	
400127 - P-ROLL BEN/OPEB	15,204	S	5,068	5,068	5,068	
400149 - P-ROLL BEN/PERS-Misc	50,139	S	16,713	16,713	16,713	
400151 - P-ROLL BEN/PERS-Misc (UAL)	100,924	S	33,641	33,641	33,641	
Subtotal Personnel Cost	\$ 692,194		\$ 230,731	\$ 230,731	\$ 230,731	
Operating Services & Supplies						
400201 - PROF SVCS/Professional Svcs	\$ 33,715	D	\$ 12,177	\$ 21,538	\$ -	
400209 - PROF SVCS/Computer Sftwr Maint	40,804	S	13,601	13,601	13,601	
400231 - OFF EXP/Postage & Mailing	1,450	S	483	483	483	
400233 - OFF EXP/Copying & Duplicating	1,002	S	334	334	334	
400242 - TRAVEL & TRNG/Mileage	156	S	52	52	52	
400246 - TRAVEL & TRNG/Registration Fee	1,132	S	377	377	377	
400261 - DUES & PUB/Membership & Dues	1,153	S	384	384	384	
400271 - AD & PROMO/Advertising&Promo	10,029	S	3,343	3,343	3,343	
400294 - ADM EXP/Election Cost	167,922	S	55,974	55,974	55,974	
400304 - RENTAL EXP/Equipment Rental	4,100	S	1,367	1,367	1,367	
400341 - OFF SUPP/Office Supplies	1,771	S	590	590	590	
400401 - UTILITIES/Tel & Telegraph	420	S	140	140	140	
400574 - COST POOL/(ISF)-Gen Liability	21,190	S	7,063	7,063	7,063	
400592 - COST POOL/(CON)-Admin Charges	(115,445)	S	(38,482)	(38,482)	(38,482)	
Subtotal Operating Cost	\$ 169,399		\$ 57,405	\$ 66,766	\$ 45,228	
Disallowed Expenses						
400271 - AD & PROMO/Advertising&Promo	(10,029)	[1]	\$ (3,343)	\$ (3,343)	\$ (3,343)	
400294 - ADM EXP/Election Cost	(167,922)	[1]	(55,974)	(55,974)	(55,974)	
400592 - COST POOL/(CON)-Admin Charges	115,445	[2]	38,482	38,482	38,482	
Subtotal Disallowed Costs	\$ (62,506)		\$ (20,835)	\$ (20,835)	\$ (20,835)	
DEPARTMENTAL EXPENDITURES	\$ 799,086		\$ 267,301	\$ 276,662	\$ 255,124	

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-141- City Clerk

		Distribution Percentage	33.33%	33.33%	33.33%
Expense Type	\$	Spread Method	System-wide Support A	System-wide Support B	System-wide Support C
Reallocation of Incoming Costs					
First Allocation	\$ 2,006		\$ 267,972	\$ 277,356	\$ 255,764
Unallocated Costs	\$ -		\$ -	\$ -	\$ -
Subtotal of First Allocation	\$ 2,006		\$ 267,972	\$ 277,356	\$ 255,764
Second Allocation	\$ 152,312		\$ 50,950	\$ 52,734	\$ 48,629
Unallocated Costs	\$ -		\$ -	\$ -	\$ -
Subtotal of Second Allocation	\$ 152,312		\$ 50,950	\$ 52,734	\$ 48,629
TOTAL FUNCTIONAL COSTS	\$ 953,404		\$ 318,921	\$ 330,090	\$ 304,393

Notes

[1] Costs not allowable per Title 2 CFR Part 200

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-141- City Clerk	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 799,086		\$ 799,086
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	2,006	432	2,438
0001-141- City Clerk		1,947	1,947
0001-151- City Attorney		4,430	4,430
0001-171- Finance Administration		2,327	2,327
0001-172- Accounting		4,954	4,954
0001-173- Budget/Operating		1,429	1,429
0001-174- Payroll		1,581	1,581
0001-175- Treasury/Cash Management		4,246	4,246
0001-176- Accounts Payable		1,408	1,408
0001-177- Rev Collection		5,416	5,416
0001-178- Purchasing		-	-
0001-181- Human Resources		10,266	10,266
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		15,627	15,627
0001-261- Information Technology Administration		11,039	11,039
0001-262- Telecommunications		8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		11,224	11,224
0001-907, 908- Non-Departmental		67,920	67,920
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 2,006	\$ 152,312	\$ 154,318
Total Costs to be Allocated	\$ 801,092	\$ 152,312	\$ 953,404

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-141- City Clerk

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support A	4.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	1,196		1,196		1,196
0001-141- City Clerk	4	0.446%	1,196		1,196		1,196
0001-151- City Attorney	11	1.228%	3,290		3,290	631	3,921
0001-171- Finance Administration	3	0.335%	897		897	172	1,069
0001-172- Accounting	7	0.781%	2,094		2,094	402	2,495
0001-173- Budget/Operating	4	0.446%	1,196		1,196	230	1,426
0001-174- Payroll	3	0.335%	897		897	172	1,069
0001-175- Treasury/Cash Management	4	0.446%	1,196		1,196	230	1,426
0001-176- Accounts Payable	2	0.223%	598		598	115	713
0001-177- Rev Collection	5	0.558%	1,495		1,495	287	1,782
0001-178- Purchasing	2	0.223%	598		598	115	713
0001-181- Human Resources	13	1.451%	3,888		3,888	746	4,634
0001-232- Facility Maintenance and Administration	34	3.795%	10,169		10,169	1,951	12,119
0001-235- Equipment Services/Fleet Services	13	1.451%	3,888		3,888	746	4,634
0001-261- Information Technology Administration	4	0.446%	1,196		1,196	230	1,426
0001-262- Telecommunications	4	0.446%	1,196		1,196	230	1,426
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	299		299	57	356
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
-	-	0.000%	-		-	-	-
0001-101- OFFICE OF THE MAYOR	3	0.335%	897		897	172	1,069
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	3,290		3,290	631	3,921
0001-121- POLICE COMMISSION DIV	2	0.223%	598		598	115	713
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	1,794		1,794	344	2,139
0001-191- GF-POLICE ADMIN DIV	199	22.210%	59,516		59,516	11,418	70,934
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	598		598	115	713
0001-194- GF-POLICE-COPS GRANT	1	0.112%	299		299	57	356
0001-196- GF-POLICE/REGULATORY	2	0.223%	598		598	115	713
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	7,776		7,776	1,492	9,268
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	299		299	57	356
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	1,196		1,196	230	1,426
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	24,524		24,524	4,705	29,229
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	2,094		2,094	402	2,495
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	299		299	57	356
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	598		598	115	713
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	5,084		5,084	975	6,060
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	2,094		2,094	402	2,495

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-141- City Clerk

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-233- GF-PRKS&LNSKPRKS (S-DIV)	36	4.018%	10,767		10,767	2,066	12,832
0001-234- IT GIS	29	3.237%	8,673		8,673	1,664	10,337
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	4,785		4,785	918	5,703
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	299		299	57	356
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	11,963		11,963	2,295	14,258
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	2,991		2,991	574	3,565
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	4,486		4,486	861	5,347
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	10,767		10,767	2,066	12,832
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	598		598	115	713
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	2,991		2,991	574	3,565
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	11,066		11,066	2,123	13,189
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	1,196		1,196	230	1,426
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	299		299	57	356
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	598		598	115	713
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	299		299	57	356
0001-292- GF-STREET SWEEPING	1	0.112%	299		299	57	356
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	897		897	172	1,069
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	299		299	57	356
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	299		299	57	356
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	598		598	115	713
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	598		598	115	713
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	1,196		1,196	230	1,426
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	3,888		3,888	746	4,634
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	12	1.339%	3,589		3,589	689	4,277
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	13	1.451%	3,888		3,888	746	4,634
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	7,178		7,178	1,377	8,555
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	2,393		2,393	459	2,852
1200- COR HOUSING ADMINISTRATION	3	0.335%	897		897	172	1,069
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	5,084		5,084	975	6,060
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-141- City Clerk

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	897	-	897	172	1,069
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	897	-	897	172	1,069
4003- WASTEWATER	9	1.004%	2,692	-	2,692	516	3,208
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	1,196	-	1,196	230	1,426
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	598	-	598	115	713
4405- RHA-NYSTROM VILLAGE	1	0.112%	299	-	299	57	356
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	299	-	299	57	356
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	1,495	-	1,495	287	1,782
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	299	-	299	57	356
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	2,094	-	2,094	402	2,495
6051- POLICE & FIRE PENSION	24	2.679%	7,178	-	7,178	1,377	8,555
6052- GARFIELD PENSION FUND	1	0.112%	299	-	299	57	356
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-141- City Clerk

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	896.00	100.000%	\$ 267,972	\$ -	\$ 267,972	\$ 50,950	\$ 318,921

Allocation Basis: FY 20-21 Total FTEs per Fund/Department

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
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ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support B	4.2						
Total	-	0.000%	\$ -	\$ -	\$ -	\$ -	\$ -
Allocation Basis:	Not Allocated - General Governmental Expense						
Source of Allocation:	N/A						
System-wide Support C	4.3						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	697,359	0.263%	673		673		673
0001-141- City Clerk	777,896	0.293%	751		751		751
0001-151- City Attorney	1,751,709	0.661%	1,690		1,690	323	2,013
0001-171- Finance Administration	553,449	0.209%	534		534	102	636
0001-172- Accounting	1,240,824	0.468%	1,197		1,197	229	1,426
0001-173- Budget/Operating	476,217	0.180%	459		459	88	547
0001-174- Payroll	345,969	0.131%	334		334	64	398
0001-175- Treasury/Cash Management	569,497	0.215%	549		549	105	655
0001-176- Accounts Payable	247,478	0.093%	239		239	46	284
0001-177- Rev Collection	718,569	0.271%	693		693	133	826
0001-178- Purchasing	374,421	0.141%	361		361	69	430
0001-181- Human Resources	2,005,530	0.757%	1,935		1,935	370	2,305
0001-232- Facility Maintenance and Administration	8,153,968	3.076%	7,867		7,867	1,504	9,372
0001-235- Equipment Services/Fleet Services	3,238,310	1.222%	3,125		3,125	597	3,722
0001-261- Information Technology Administration	1,655,871	0.625%	1,598		1,598	305	1,903
0001-262- Telecommunications	1,684,630	0.636%	1,625		1,625	311	1,936
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.058%	148		148	28	176
0001-907, 908- Non-Departmental	7,795,660	2.941%	7,522		7,522	1,438	8,960
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.198%	505		505	97	602
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.166%	424		424	81	505
0001-121- POLICE COMMISSION DIV	62,842	0.024%	61		61	12	72
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.001%	3		3	1	4
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.454%	1,161		1,161	222	1,383
0001-191- GF-POLICE ADMIN DIV	55,306,835	20.864%	53,364		53,364	10,203	63,567
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	12		12	2	14
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.069%	175		175	34	209
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.398%	1,019		1,019	195	1,213
0001-196- GF-POLICE/REGULATORY	626,523	0.236%	605		605	116	720
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.389%	3,554		3,554	679	4,233
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.125%	320		320	61	381
0001-201- GF-FIRE/ADMIN DIV	581,965	0.220%	562		562	107	669
0001-202- GF-FIRE/SUPRESSN DIV	27,791,828	10.484%	26,815		26,815	5,127	31,942
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.792%	2,026		2,026	387	2,413
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.080%	205		205	39	244
0001-205- GF-FIRE/TRAINING DIV	382,158	0.144%	369		369	70	439

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

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ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.071%	181		181	35	216
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.452%	1,157		1,157	221	1,378
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.122%	311		311	59	371
0001-231- GF-PW ADMIN-DIV	1,615,853	0.610%	1,559		1,559	298	1,857
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	4,192,433	1.582%	4,045		4,045	773	4,819
0001-234- IT GIS	2,913,668	1.099%	2,811		2,811	538	3,349
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.708%	1,811		1,811	346	2,157
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	1		1	0	1
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.210%	3,095		3,095	592	3,687
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.128%	329		329	63	391
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.299%	765		765	146	911
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.647%	1,655		1,655	316	1,971
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.362%	925		925	177	1,101
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.056%	144		144	27	171
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.236%	604		604	116	720
0001-256- RECREATION SVCS/AQUATICS	182,634	0.069%	176		176	34	210
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.135%	345		345	66	411
0001-259- RECREATION SVCS/PLUNGE	170,093	0.064%	164		164	31	195
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.101%	259		259	49	308
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.173%	443		443	85	527
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.196%	502		502	96	598
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.226%	579		579	111	690
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.231%	592		592	113	705
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.093%	238		238	46	284
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	2,505,332	0.945%	2,417		2,417	462	2,879
1003- TRANSPORTATION OPERATIONS	527,519	0.199%	509		509	97	606
1004- ASSET SEIZURE FUND	38,869	0.015%	38		38	7	45
1005- LIBRARY FUND	239,327	0.090%	231		231	44	275
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.617%	1,578		1,578	302	1,880
1007- EMERGENCY MED SERV	218,705	0.083%	211		211	40	251
1010- N.RICHMOND WASTE	98,933	0.037%	95		95	18	114
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.464%	1,187		1,187	227	1,414
1013- FIRE DEPT HAZMAT GRANT	260,528	0.098%	251		251	48	299
1014- EDA GRANT FUND	448,646	0.169%	433		433	83	516
1015- MARINA BAY LNDSKP&LIGHTDIST FD	1,057,801	0.399%	1,021		1,021	195	1,216
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.142%	5,479		5,479	1,048	6,527
1018- RENT CONTROL	1,970,289	0.743%	1,901		1,901	363	2,265
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.058%	147		147	28	175
1050- CR-PLANNING & BUILDING	6,960,808	2.626%	6,716		6,716	1,284	8,000
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	133,511	0.050%	129		129	25	153
1055- ENCROACHMENTS SVCS	496,910	0.187%	479		479	92	571
1200- COR HOUSING ADMINISTRATION	370,521	0.140%	358		358	68	426
1201- CDBG	34,796	0.013%	34		34	6	40

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ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	23		23	4	27
1205- EMPLOYMENT & TRAINING	4,251,434	1.604%	4,102		4,102	784	4,886
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	15		15	3	17
1208- SUCCESSOR HOUSING AGENCY	129,618	0.049%	125		125	24	149
1209- CAL-HOME	14,174	0.005%	14		14	3	16
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.013%	34		34	7	41
1303- KIDS FIRST INITIATIVE	328,708	0.124%	317		317	61	378
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.408%	1,045		1,045	200	1,244
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	716,192	0.270%	691		691	132	823
2110- IMPACT FEE - PARK	16,777	0.006%	16		16	3	19
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.120%	307		307	59	366
2113- IMPACT FEE - FIRE	74,637	0.028%	72		72	14	86
2114- IMPACT FEE - POLICE	4,795	0.002%	5		5	1	6
2115- IMPACT FEE - COMM/AQUATC	59,927	0.023%	58		58	11	69
2116- IMPACT FEE - PARKS/OPEN	34,743	0.013%	34		34	6	40
2117- IMPACT FEE - LIBRARY	13,210	0.005%	13		13	2	15
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.014%	37		37	7	44
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	15		15	3	18
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.075%	192		192	37	229
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.183%	468		468	90	558
3002- DS - 99A PENSION OBLIG BOND	296,687	0.112%	286		286	55	341
3005- DS - 2007 CIVIC CENTER	4,466,982	1.685%	4,310		4,310	824	5,134
4001- PORT OF RICHMOND	5,831,462	2.200%	5,627		5,627	1,076	6,702
4003- WASTEWATER	20,038,389	7.559%	19,334		19,334	3,697	23,031
4005- MARINA	227,391	0.086%	219		219	42	261
4006- STORM WATER	1,713,549	0.646%	1,653		1,653	316	1,969
4008- KCRT - CABLE TELEVIS	757,422	0.286%	731		731	140	871
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.007%	19		19	4	22
4102- RHA-HOPE 6	38,490	0.015%	37		37	7	44
4201- RHA-CAPITAL FUND	261,561	0.099%	252		252	48	301
4401- RHA-HACIENDA	356,607	0.135%	344		344	66	410
4404- RHA-NEVIN PLAZA	1,797,674	0.678%	1,735		1,735	332	2,066
4405- RHA-NYSTROM VILLAGE	737,142	0.278%	711		711	136	847
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.094%	241		241	46	287
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.080%	205		205	39	244
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.045%	116		116	22	138
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.031%	78		78	15	93
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0		0	0	0
5001- INSURANCE RESERVES	17,431,941	6.576%	16,820		16,820	3,216	20,035
5003- EQUIPMENT SERVICES	1,102,646	0.416%	1,064		1,064	203	1,267
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.821%	2,099		2,099	401	2,500
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	2		2	0	3
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	11		11	2	13
6047- CERTBT PLAN FUND	219,584	0.083%	212		212	41	252
6048- OPEB PLAN TRUST	7,123,046	2.687%	6,873		6,873	1,314	8,187
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.080%	204		204	39	243

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-141- City Clerk

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6050- GENERAL PENSION FUND	401,991	0.152%	388		388	74	462
6051- POLICE & FIRE PENSION	1,485,241	0.560%	1,433		1,433	274	1,707
6052- GARFIELD PENSION FUND	50,048	0.019%	48		48	9	58
6058- MARINA WESTSHORE DEB	66,784	0.025%	64		64	12	77
6059- COUNTRY CLUB VISTA	174,720	0.066%	169		169	32	201
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-		-	-	-
6102- SA- ADMINISTRATION	208,383	0.079%	201		201	38	240
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.199%	509		509	97	606
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-		-	-	-
6300- SA-DS HARBOR 98 TAR B	5,077	0.002%	5		5	1	6
6304- SA-DS 2003B TAR B	405,325	0.153%	391		391	75	466
6305- SA-DS 2004A TAR B 2/3	327,948	0.124%	316		316	60	377
6306- SA-DS 2004A TAR B -1/3 HSING	164,564	0.062%	159		159	30	189
6307- SA-DS 2004B TAR B - HOUSING	37,387	0.014%	36		36	7	43
6308- SA-DS 2007/10A TAR B	677,753	0.256%	654		654	125	779
6309- SA-DS 2007/10B TAR B - HOUSING	2,672	0.001%	3		3	0	3
6401- SA-DS 2014A NON-TAXABLE BONDS	572,917	0.216%	553		553	106	658
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-		-	-	-
6403- SA-DS LOANS PAYABLE	585,656	0.221%	565		565	108	673
6404- SA-DS 2021A NON-TAXABLE BONDS is new	595,188	0.225%	574		574	110	684
6405- SA-DS 2021B TAXABLE BONDS is new	108,451	0.041%	105		105	20	125
6996- SUCCESSOR AGENCY - GLTDAG	394,410	0.149%	381		381	73	453
9102- CITY OF RICHMOND - GFAAG	10,428,862	3.934%	10,062		10,062	1,924	11,986
AO- ALL OTHER	-	0.000%	-		-	-	-
Total	265,076,821	100.000%	\$ 255,764	\$ -	\$ 255,764	\$ 48,629	\$ 304,393

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-141- City Clerk			
	System-wide Support A	System-wide Support B	Total
ALLOCABLE BUDGET UNITS			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	1,196	-	1,869
0001-141- City Clerk	1,196	-	1,947
0001-151- City Attorney	3,921	-	5,934
0001-171- Finance Administration	1,069	-	1,705
0001-172- Accounting	2,495	-	3,921
0001-173- Budget/Operating	1,426	-	1,973
0001-174- Payroll	1,069	-	1,467
0001-175- Treasury/Cash Management	1,426	-	2,080
0001-176- Accounts Payable	713	-	997
0001-177- Rev Collection	1,782	-	2,608
0001-178- Purchasing	713	-	1,143
0001-181- Human Resources	4,634	-	6,939
0001-232- Facility Maintenance and Administration	12,119	-	21,491
0001-235- Equipment Services/Fleet Services	4,634	-	8,356
0001-261- Information Technology Administration	1,426	-	3,329
0001-262- Telecommunications	1,426	-	3,362
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	356	-	533
0001-907, 908- Non-Departmental	-	-	8,960
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
RECEIVING BUDGET UNITS			
0001-101- OFFICE OF THE MAYOR	1,069	-	1,671
0001-105- COUNCIL/CITY COUNCIL DIV	3,921	-	4,426
0001-121- POLICE COMMISSION DIV	713	-	785
0001-132- CM-SPCIAL PROJ/ENVIRONMENTAL	-	-	4
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	2,139	-	3,521
0001-191- GF-POLICE ADMIN DIV	70,934	-	134,500
0001-192- GF-POLICE-PATROL/CIB	-	-	14
0001-193- GF-POLICE/CRIME PREVENTION	713	-	922
0001-194- GF-POLICE-COPS GRANT	356	-	1,570
0001-196- GF-POLICE/REGULATORY	713	-	1,433
0001-197- CAD DISPATCH SYST/COMM POL DIV	9,268	-	13,501
0001-199- GF-PARKING ENFORCEMENT DIV	356	-	738
0001-201- GF-FIRE/ADMIN DIV	1,426	-	2,095
0001-202- GF-FIRE/SUPPRESSN DIV	29,229	-	61,171
0001-203- GF-FIRE PREVENTION DIV	2,495	-	4,908
0001-204- GF-FIRE/ SUPPORT DIV	-	-	244
0001-205- GF-FIRE/TRAINING DIV	356	-	796
0001-206- GF-FIRE/OF. OF EMS DIV	713	-	928
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	6,060	-	7,438
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-	371
0001-231- GF-PW ADMIN-DIV	2,495	-	4,352
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	12,832	-	17,651
0001-234- IT GIS	10,337	-	13,686

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-141- City Clerk			
	System-wide Support A	System-wide Support B	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	5,703	-	7,860
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	356	-	356
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-	1
0001-241- GF-LIB&CL SVC/L-ADM DIV	14,258	-	17,945
0001-242- GF-LS/REF SVCS(S-DIV)	-	-	391
0001-243- GF-LIB&CL SVCS/LEAP DIV	3,565	-	4,475
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-	-
0001-251- GF-RECREATION ADM DIV	5,347	-	7,318
0001-253- CM&NB/BOOKER T CTR (S-DIV)	12,832	-	13,934
0001-255- GF-CM TRANSPORTATN OPERATIONS	713	-	884
0001-254- GF-REC/SPCL EVENTS (S-DIV)	3,565	-	4,284
0001-256- RECREATION SVCS/AQUATICS	13,189	-	13,399
0001-257- RECREATION SVCS/CONVENTION CTR	1,426	-	1,837
0001-259- RECREATION SVCS/PLUNGE	356	-	552
0001-260- RECREATION SVCS/CITIES OF SRVC	713	-	1,021
0001-291- GF-ADMINISTRATIVE SERVICES	356	-	356
0001-292- GF-STREET SWEEPING	356	-	356
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,069	-	1,597
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	356	-	955
0001-364- GF-ECON DEV/PUBLIC ART DIV	356	-	1,046
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	713	-	1,418
0001-371- INTERNAL SERVICES-ADMIN	713	-	997
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-
1002- STATE GAS TAX	-	-	2,879
1003- TRANSPORTATION OPERATIONS	1,426	-	2,032
1004- ASSET SEIZURE FUND	-	-	45
1005- LIBRARY FUND	-	-	275
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-	1,880
1007- EMERGENCY MED SERV	-	-	251
1010- N.RICHMOND WASTE	-	-	114
1012- HILLTOP LANDSCAPE MAINT DIST	4,634	-	6,047
1013- FIRE DEPT HAZMAT GRANT	-	-	299
1014- EDA GRANT FUND	-	-	516
1015- MARINA BAY LNDSCP&LIGHTDIST FD	4,277	-	5,493
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-	6,527
1018- RENT CONTROL	4,634	-	6,898
1019- SBI RMRA CAP IMPROVEMENT	-	-	175
1050- CR-PLANNING & BUILDING	8,555	-	16,555
1051- CR-ENGINEERING	-	-	-
1053- CODE ENFORCEMENT-CR	-	-	-
1054- ENGINEERING GRANTS	-	-	153
1055- ENCROACHMENTS SVCS	2,852	-	3,423
1200- COR HOUSING ADMINISTRATION	1,069	-	1,495
1201- CDBG	-	-	40
1203- NEIGHBORHOOD STABILIZATION	-	-	27
1205- EMPLOYMENT & TRAINING	6,060	-	10,946
1207- NEIGHBORHOOD STAB(CITY)	-	-	17
1208- SUCCESSOR HOUSING AGNCY	-	-	149
1209- CAL-HOME	-	-	16

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-141- City Clerk			
	System-wide Support A	System-wide Support B	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-	41
1303- KIDS FIRST INITIATIVE	1,069	-	1,447
1304- EMERGENCY OPE & DISASTR RECVRY	-	-	1,244
2001- GENERAL CAPITAL FUND	-	-	-
2002- MEASURE J	-	-	823
2110- IMPACT FEE - PARK	-	-	19
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-	366
2113- IMPACT FEE - FIRE	-	-	86
2114- IMPACT FEE - POLICE	-	-	6
2115- IMPACT FEE - COMM/AQUATC	-	-	69
2116- IMPACT FEE - PARKS/OPEN	-	-	40
2117- IMPACT FEE - LIBRARY	-	-	15
2119- IMPACT FEE - STORM DRAINAGE	-	-	44
2120- IMPACT FEE - WASTEWATER	-	-	18
2125- IRON TRIANGLE/EPA PROGRAMS	-	-	229
2126- COR-HOUSING DEPT CIP FUND	-	-	-
3001- DS - 2005 TAXABLE POB	-	-	558
3002- DS - 99A PENSION OBLIG BOND	-	-	341
3005- DS - 2007 CIVIC CENTER	-	-	5,134
4001- PORT OF RICHMOND	1,069	-	7,772
4003- WASTEWATER	3,208	-	26,239
4005- MARINA	-	-	261
4006- STORM WATER	-	-	1,969
4008- KCRT - CABLE TELEVIS	1,426	-	2,296
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-	22
4102- RHA-HOPE 6	-	-	44
4201- RHA-CAPITAL FUND	-	-	301
4401- RHA-HACIENDA	-	-	410
4404- RHA-NEVIN PLAZA	713	-	2,779
4405- RHA-NYSTROM VILLAGE	356	-	1,204
4406- RHA-RICHMOND VILLAGE ONE	-	-	287
4407- RHA-RICHMOND VILLAGE TWO	-	-	244
4408- RHA-RICHMOND VILLAGE THREE	-	-	138
4501- RHA-CENTRAL OFFICE COST CNTR	356	-	450
4502- RHA-HOUSING (RAD) CORPORATION	-	-	0
5001- INSURANCE RESERVES	1,782	-	21,818
5003- EQUIPMENT SERVICES	-	-	1,267
5005- CAD DISPATCH SYSTEM	356	-	356
5006- RMS RECORDS SERVICES	-	-	-
5008- COMPENSATED ABSENCES	-	-	2,500
6001- GENERAL TRUST & AGENCY	-	-	-
6004- COMMISSION ON AGING	-	-	3
6005- SEAVER GALLERY TRUST FUND	-	-	-
6007- SENIOR TRUST DEPOSIT	-	-	13
6047- CERTBT PLAN FUND	-	-	252
6048- OPEB PLAN TRUST	-	-	8,187
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-	243
6050- GENERAL PENSION FUND	2,495	-	2,957
6051- POLICE & FIRE PENSION	8,555	-	10,262
6052- GARFIELD PENSION FUND	356	-	414

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-141- City Clerk			
	System-wide Support A	System-wide Support B	Total
6058- MARINA WESTSHORE DEB	-	-	77
6059- COUNTRY CLUB VISTA	-	-	201
6060- REASSESSMENT DISTRICT 2003-1	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-
6102- SA- ADMINISTRATION	-	-	240
6103- SA - CAPITAL PROJECT FUNDS	-	-	606
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	-	6
6304- SA-DS 2003B TAR B	-	-	466
6305- SA-DS 2004A TAR B 2/3	-	-	377
6306- SA-DS 2004A TAR B -1/3 HSING	-	-	189
6307- SA-DS 2004B TAR B - HOUSING	-	-	43
6308- SA-DS 2007/10A TAR B	-	-	779
6309- SA-DS 2007/10B TAR B - HOUSING	-	-	3
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	658
6402- SA-DS 2014B TAXABLE BONDS	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	673
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	684
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	125
6996- SUCCESSOR AGENCY - GLTDAG	-	-	453
9102- CITY OF RICHMOND - GFAAG	-	-	11,986
AO- ALL OTHER	-	-	-
Total	\$ 318,921	\$ -	\$ 623,314

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-151- City Attorney

Expense Type	Distribution Percentage		33.33%		33.33%		33.33%	
	\$	Spread Method	System-wide Support A		System-wide Support B		System-wide Support C	
Personnel								
400001 - SALARIES & WAGES/Executive	\$ 768,805	S	\$ 256,268	\$	256,268	\$	256,268	
400002 - SALARIES & WAGES/Mgmt-Local 21	58,724	S	19,575		19,575		19,575	
400003 - SALARIES & WAGES/Local 1021	136,181	S	45,394		45,394		45,394	
400006 - SALARIES & WAGES/PT- Temp	64,419	S	21,473		21,473		21,473	
400031 - OVERTIME/General	89	S	30		30		30	
400043 - OTHER PAY/Acting Pay - General	271	S	90		90		90	
400048 - OTHER PAY/Bilingual Pay	1,177	S	392		392		392	
400050 - OTHER PAY/Medical Flex	2,400	S	800		800		800	
400066 - OTHER PAY/Assign Diff-non-PERS	5,201	S	1,734		1,734		1,734	
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(75,646)	S	(25,215)		(25,215)		(25,215)	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	14,437	S	4,812		4,812		4,812	
400104 - P-ROLL BEN/PERS Benefits	27,068	S	9,023		9,023		9,023	
400105 - P-ROLL BEN/Health Insurance Be	97,344	S	32,448		32,448		32,448	
400106 - P-ROLL BEN/Dental Insurance	12,509	S	4,170		4,170		4,170	
400109 - P-ROLL BEN/Employee Assistance	301	S	100		100		100	
400110 - P-ROLL BEN/Professional Dev-Mg	6,000	S	2,000		2,000		2,000	
400111 - P-ROLL BEN/Vision	1,462	S	487		487		487	
400112 - P-ROLL BEN/Life Insurance	3,448	S	1,149		1,149		1,149	
400114 - P-ROLL BEN/Long Term Disabilit	6,530	S	2,177		2,177		2,177	
400116 - P-ROLL BEN/Unemployment Ins	3,408	S	1,136		1,136		1,136	
400117 - P-ROLL BEN/Personal/Prof Dev	1,500	S	500		500		500	
400121 - P-ROLL BEN/Worker Comp-Clerica	15,515	S	5,172		5,172		5,172	
400122 - P-ROLL BEN/Worker Comp-Prof	65,708	S	21,903		21,903		21,903	
400127 - P-ROLL BEN/OPEB	39,486	S	13,162		13,162		13,162	
400130 - P-ROLL BEN/PARS Benefits	48	S	16		16		16	
400149 - P-ROLL BEN/PERS-Misc	129,364	S	43,121		43,121		43,121	
400151 - P-ROLL BEN/PERS-Misc (UAL)	174,725	S	58,242		58,242		58,242	
400199 - EMPLOYE BNFTS/Grnt/Prj Exp(CON)	(41,792)	S	(13,931)		(13,931)		(13,931)	
Subtotal Personnel Cost	\$ 1,518,683		\$ 506,228	\$	506,228	\$	506,228	
Operating Services & Supplies								
400206 - PROF SVCS/Legal Serv Cost	\$ 123,350	S	\$ 41,117		41,117		41,117	
400231 - OFF EXP/Postage & Mailing	830	S	277		277		277	
400233 - OFF EXP/Copying & Duplicating	204	S	68		68		68	
400242 - TRAVEL & TRNG/Mileage	160	S	53		53		53	
400246 - TRAVEL & TRNG/Registration Fee	2,750	S	917		917		917	
400261 - DUES & PUB/Membership & Dues	4,283	S	1,428		1,428		1,428	
400262 - DUES & PUB/Books & Subs	3,513	S	1,171		1,171		1,171	
400264 - DUES & PUB/Law Library Publica	27,448	S	9,149		9,149		9,149	
400283 - ADM EXP/Storage Cost	8,699	S	2,900		2,900		2,900	
400290 - ADM EXP/Courier-Delivery Svcs	153	S	51		51		51	
400304 - RENTAL EXP/Equipment Rental	12,470	S	4,157		4,157		4,157	
400322 - MISC EXP/Misc Exp	114	S	38		38		38	
400341 - OFF SUPP/Office Supplies	6,715	S	2,238		2,238		2,238	
400501 - EQPT SERVS/Equipment R/M Serv	129	S	43		43		43	
400534 - CONTRACL SVCS/Legal Services	331	S	110		110		110	
400538 - CONTRACT SVCS/Oth Cntrl Svcs	85	S	28		28		28	
400574 - COST POOL/(ISF)-Gen Liability	76,143	S	25,381		25,381		25,381	
400592 - COST POOL/(CON)-Admin Charges	(221,539)	S	(73,846)		(73,846)		(73,846)	
Subtotal Operating Cost	\$ 45,838		\$ 15,279	\$	15,279	\$	15,279	

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-151- City Attorney

Expense Type	Distribution Percentage		33.33%		33.33%		33.33%	
	\$	Spread Method	System-wide Support A		System-wide Support B		System-wide Support C	
Disallowed Expenses								
400592 - COST POOL/(CON)-Admin Charges	221,539	[1]	73,846		73,846		73,846	
Subtotal Disallowed Costs	\$ 221,539		\$ 73,846	\$	73,846	\$	73,846	\$
DEPARTMENTAL EXPENDITURES	\$ 1,786,060		\$ 595,353	\$	595,353	\$	595,353	\$
Reallocation of Incoming Costs								
First Allocation	\$ 10,088		\$ 598,716	\$	598,716	\$	598,716	\$
Unallocated Costs	\$ -		\$ -	\$	-	\$	-	\$
Subtotal of First Allocation	\$ 10,088		\$ 598,716	\$	598,716	\$	598,716	\$
Second Allocation	\$ 333,191		\$ 111,064	\$	111,064	\$	111,064	\$
Unallocated Costs	\$ -		\$ -	\$	-	\$	-	\$
Subtotal of Second Allocation	\$ 333,191		\$ 111,064	\$	111,064	\$	111,064	\$
TOTAL FUNCTIONAL COSTS	\$ 2,129,339		\$ 709,780	\$	709,780	\$	709,780	\$

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-151- City Attorney	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 1,786,060		\$ 1,786,060
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	5,108	1,101	6,209
0001-141- City Clerk	4,980	954	5,934
0001-151- City Attorney		26,858	26,858
0001-171- Finance Administration		5,240	5,240
0001-172- Accounting		7,104	7,104
0001-173- Budget/Operating		3,218	3,218
0001-174- Payroll		4,347	4,347
0001-175- Treasury/Cash Management		1,898	1,898
0001-176- Accounts Payable		1,190	1,190
0001-177- Rev Collection		2,422	2,422
0001-178- Purchasing		3,792	3,792
0001-181- Human Resources		25,262	25,262
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		42,973	42,973
0001-261- Information Technology Administration		20,852	20,852
0001-262- Telecommunications		22,179	22,179
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		2,287	2,287
0001-907, 908- Non-Departmental		161,514	161,514
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 10,088	\$ 333,191	\$ 343,279
Total Costs to be Allocated	\$ 1,796,148	\$ 333,191	\$ 2,129,339

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support A	5.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	2,673		2,673		2,673
0001-141- City Clerk	4	0.446%	2,673		2,673		2,673
0001-151- City Attorney	11	1.228%	7,350		7,350		7,350
0001-171- Finance Administration	3	0.335%	2,005		2,005	380	2,385
0001-172- Accounting	7	0.781%	4,677		4,677	886	5,564
0001-173- Budget/Operating	4	0.446%	2,673		2,673	507	3,179
0001-174- Payroll	3	0.335%	2,005		2,005	380	2,385
0001-175- Treasury/Cash Management	4	0.446%	2,673		2,673	507	3,179
0001-176- Accounts Payable	2	0.223%	1,336		1,336	253	1,590
0001-177- Rev Collection	5	0.558%	3,341		3,341	633	3,974
0001-178- Purchasing	2	0.223%	1,336		1,336	253	1,590
0001-181- Human Resources	13	1.451%	8,687		8,687	1,646	10,333
0001-232- Facility Maintenance and Administration	34	3.795%	22,719		22,719	4,306	27,025
0001-235- Equipment Services/Fleet Services	13	1.451%	8,687		8,687	1,646	10,333
0001-261- Information Technology Administration	4	0.446%	2,673		2,673	507	3,179
0001-262- Telecommunications	4	0.446%	2,673		2,673	507	3,179
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	668		668	127	795
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.335%	2,005		2,005	380	2,385
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	7,350		7,350	1,393	8,743
0001-121- POLICE COMMISSION DIV	2	0.223%	1,336		1,336	253	1,590
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	4,009		4,009	760	4,769
0001-191- GF-POLICE ADMIN DIV	199	22.210%	132,974		132,974	25,201	158,175
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	1,336		1,336	253	1,590
0001-194- GF-POLICE-COPS GRANT	1	0.112%	668		668	127	795
0001-196- GF-POLICE/REGULATORY	2	0.223%	1,336		1,336	253	1,590
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	17,373		17,373	3,293	20,666
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	668		668	127	795
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	2,673		2,673	507	3,179
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	54,793		54,793	10,385	65,178
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	4,677		4,677	886	5,564
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	668		668	127	795
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	1,336		1,336	253	1,590
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	11,360		11,360	2,153	13,512
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	4,677		4,677	886	5,564
0001-233- GF-PRKS&LNDKSKP/PRKS (S-DIV)	36	4.018%	24,056		24,056	4,559	28,615

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	29	3.237%	19,378		19,378	3,673	23,051
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	10,691		10,691	2,026	12,718
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	668		668	127	795
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	26,728		26,728	5,066	31,794
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	6,682		6,682	1,266	7,949
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	10,023		10,023	1,900	11,923
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	24,056		24,056	4,559	28,615
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	1,336		1,336	253	1,590
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	6,682		6,682	1,266	7,949
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	24,724		24,724	4,686	29,409
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	2,673		2,673	507	3,179
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	668		668	127	795
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	1,336		1,336	253	1,590
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	668		668	127	795
0001-292- GF-STREET SWEEPING	1	0.112%	668		668	127	795
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	2,005		2,005	380	2,385
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	668		668	127	795
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	668		668	127	795
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	1,336		1,336	253	1,590
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	1,336		1,336	253	1,590
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	2,673		2,673	507	3,179
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	8,687		8,687	1,646	10,333
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCLP&LIGHTDIST FD	12	1.339%	8,019		8,019	1,520	9,538
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	13	1.451%	8,687		8,687	1,646	10,333
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	16,037		16,037	3,039	19,076
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	5,346		5,346	1,013	6,359
1200- COR HOUSING ADMINISTRATION	3	0.335%	2,005		2,005	380	2,385
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	11,360		11,360	2,153	13,512
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	2,005	-	2,005	380	2,385
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	2,005	-	2,005	380	2,385
4003- WASTEWATER	9	1.004%	6,014	-	6,014	1,140	7,154
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	2,673	-	2,673	507	3,179
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	1,336	-	1,336	253	1,590
4405- RHA-NYSTROM VILLAGE	1	0.112%	668	-	668	127	795
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	668	-	668	127	795
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	3,341	-	3,341	633	3,974
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	668	-	668	127	795
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	4,677	-	4,677	886	5,564
6051- POLICE & FIRE PENSION	24	2.679%	16,037	-	16,037	3,039	19,076
6052- GARFIELD PENSION FUND	1	0.112%	668	-	668	127	795
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	896	100.000%	\$ 598,716	\$ -	\$ 598,716	\$ 111,064	\$ 709,780

Allocation Basis:

FY 20-21 Total FTEs per Fund/Department

Source of Allocation:

City Staff Roster 20-21 Pay-benefitsA.xlsx

System-wide Support B

5.2

ALLOCABLE BUDGET UNITS

BLDG- Building Use	-	0.000%	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	0.000%	-	-	-
0001-131- City Manager's Office	45	7.305%	43,737	43,737	43,737
0001-141- City Clerk	-	0.000%	-	-	-
0001-151- City Attorney	16	2.597%	15,551	15,551	15,551
0001-171- Finance Administration	64	10.390%	62,204	62,204	12,807
0001-172- Accounting	-	0.000%	-	-	-
0001-173- Budget/Operating	-	0.000%	-	-	-
0001-174- Payroll	-	0.000%	-	-	-
0001-175- Treasury/Cash Management	-	0.000%	-	-	-
0001-176- Accounts Payable	-	0.000%	-	-	-
0001-177- Rev Collection	-	0.000%	-	-	-
0001-178- Purchasing	-	0.000%	-	-	-
0001-181- Human Resources	31	5.032%	30,130	30,130	6,204
0001-232- Facility Maintenance and Administration	35	5.682%	34,018	34,018	7,004
0001-235- Equipment Services/Fleet Services	-	0.000%	-	-	-
0001-261- Information Technology Administration	5	0.812%	4,860	4,860	1,001
0001-262- Telecommunications	-	0.000%	-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-	-	-
0001-907, 908- Non-Departmental	-	0.000%	-	-	-
-	-	0.000%	-	-	-
-	-	0.000%	-	-	-
-	-	0.000%	-	-	-
-	-	0.000%	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
-	-	0.000%	-	-	-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	113	18.344%	109,829		109,829	22,613	132,442
0001-105- COUNCIL/CITY COUNCIL DIV	48	7.792%	46,653		46,653	9,606	56,259
0001-121- POLICE COMMISSION DIV	27	4.383%	26,242		26,242	5,403	31,646
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	-	0.000%	-		-	-	-
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	-	0.000%	-		-	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	8	1.299%	7,776		7,776	1,601	9,376
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	-	0.000%	-		-	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	0.000%	-		-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	2	0.325%	1,944		1,944	400	2,344
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	-	0.000%	-		-	-	-
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	-	0.000%	-		-	-	-
0001-234- IT GIS	-	0.000%	-		-	-	-
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-		-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	-	0.000%	-		-	-	-
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	5	0.812%	4,860		4,860	1,001	5,860
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	12	1.948%	11,663		11,663	2,401	14,065
0001-253- CM&NB/BOOKER T CTR (S-DIV)	-	0.000%	-		-	-	-
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-		-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	0.000%	-		-	-	-
0001-256- RECREATION SVCS/AQUATICS	-	0.000%	-		-	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	0.000%	-		-	-	-
0001-259- RECREATION SVCS/PLUNGE	-	0.000%	-		-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-		-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-		-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-		-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-		-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1003- TRANSPORTATION OPERATIONS	-	0.000%	-	-	-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-	-	-	-	-
1005- LIBRARY FUND	-	0.000%	-	-	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-	-	-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-	-	-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-	-	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-	-	-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-	-	-	-	-
1014- EDA GRANT FUND	-	0.000%	-	-	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-	-	-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-	-	-	-	-
1018- RENT CONTROL	1	0.162%	972	-	972	200	1,172
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-	-	-	-	-
1050- CR-PLANNING & BUILDING	54	8.766%	52,485	-	52,485	10,806	63,291
1051- CR-ENGINEERING	34	5.519%	33,046	-	33,046	6,804	39,850
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-	-	-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-	-	-	-	-
1200- COR HOUSING ADMINISTRATION	20	3.247%	19,439	-	19,439	4,002	23,441
1201- CDBG	-	0.000%	-	-	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-	-	-	-	-
1205- EMPLOYMENT & TRAINING	24	3.896%	23,327	-	23,327	4,803	28,129
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-	-	-	-	-
1208- SUCCESSOR HOUSING AGNCY	-	0.000%	-	-	-	-	-
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	30	4.870%	29,158	-	29,158	6,003	35,162
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	10	1.623%	9,719	-	9,719	2,001	11,721
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	32	5.195%	31,102	-	31,102	6,404	37,506
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR B BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	616	100.000%	\$ 598,716	\$ -	\$ 598,716	\$ 111,064	\$ 709,780

Allocation Basis:

FY 20-21 Total Council Agendas

Source of Allocation:

City Clerk - Agenda Items Log July 1 2020 - June 30 2021 (2).xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support C	5.3						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	697,359	0.263%	1,575		1,575		1,575
0001-141- City Clerk	777,896	0.293%	1,757		1,757		1,757
0001-151- City Attorney	1,751,709	0.661%	3,956		3,956		3,956
0001-171- Finance Administration	553,449	0.209%	1,250		1,250	235	1,485
0001-172- Accounting	1,240,824	0.468%	2,803		2,803	526	3,329
0001-173- Budget/Operating	476,217	0.180%	1,076		1,076	202	1,278
0001-174- Payroll	345,969	0.131%	781		781	147	928
0001-175- Treasury/Cash Management	569,497	0.215%	1,286		1,286	242	1,528
0001-176- Accounts Payable	247,478	0.093%	559		559	105	664
0001-177- Rev Collection	718,569	0.271%	1,623		1,623	305	1,928
0001-178- Purchasing	374,421	0.141%	846		846	159	1,004
0001-181- Human Resources	2,005,530	0.757%	4,530		4,530	851	5,380
0001-232- Facility Maintenance and Administration	8,153,968	3.076%	18,417		18,417	3,459	21,875
0001-235- Equipment Services/Fleet Services	3,238,310	1.222%	7,314		7,314	1,374	8,688
0001-261- Information Technology Administration	1,655,871	0.625%	3,740		3,740	702	4,442
0001-262- Telecommunications	1,684,630	0.636%	3,805		3,805	715	4,520
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.058%	347		347	65	412
0001-907, 908- Non-Departmental	7,795,660	2.941%	17,608		17,608	3,307	20,914
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.198%	1,183		1,183	222	1,405
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.166%	992		992	186	1,178
0001-121- POLICE COMMISSION DIV	62,842	0.024%	142		142	27	169
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.001%	8		8	2	10
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.454%	2,717		2,717	510	3,227
0001-191- GF-POLICE ADMIN DIV	55,306,835	20.864%	124,919		124,919	23,458	148,377
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	28		28	5	33
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.069%	410		410	77	487
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.398%	2,384		2,384	448	2,832
0001-196- GF-POLICE/REGULATORY	626,523	0.236%	1,415		1,415	266	1,681
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.389%	8,318		8,318	1,562	9,881
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.125%	750		750	141	890
0001-201- GF-FIRE/ADMIN DIV	581,965	0.220%	1,314		1,314	247	1,561
0001-202- GF-FIRE/SUPRESSN DIV	27,791,828	10.484%	62,772		62,772	11,788	74,560
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.792%	4,742		4,742	891	5,633
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.080%	479		479	90	569
0001-205- GF-FIRE/TRAINING DIV	382,158	0.144%	863		863	162	1,025
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.071%	424		424	80	503
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.452%	2,708		2,708	509	3,217
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.122%	728		728	137	865
0001-231- GF-PW ADMIN-DIV	1,615,853	0.610%	3,650		3,650	685	4,335
0001-233- GF-PRKS&LNDKSP/PRKS (S-DIV)	4,192,433	1.582%	9,469		9,469	1,778	11,247

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	2,913,668	1.099%	6,581		6,581	1,236	7,817
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.708%	4,238		4,238	796	5,034
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	2		2	0	3
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.210%	7,245		7,245	1,361	8,605
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.128%	769		769	144	914
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.299%	1,790		1,790	336	2,126
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.647%	3,873		3,873	727	4,601
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.362%	2,165		2,165	406	2,571
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.056%	336		336	63	399
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.236%	1,415		1,415	266	1,680
0001-256- RECREATION SVCS/AQUATICS	182,634	0.069%	413		413	77	490
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.135%	808		808	152	960
0001-259- RECREATION SVCS/PLUNGE	170,093	0.064%	384		384	72	456
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.101%	605		605	114	719
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.173%	1,036		1,036	195	1,231
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.196%	1,175		1,175	221	1,396
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.226%	1,356		1,356	255	1,610
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.231%	1,385		1,385	260	1,645
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.093%	558		558	105	663
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	2,505,332	0.945%	5,659		5,659	1,063	6,721
1003- TRANSPORTATION OPERATIONS	527,519	0.199%	1,191		1,191	224	1,415
1004- ASSET SEIZURE FUND	38,869	0.015%	88		88	16	104
1005- LIBRARY FUND	239,327	0.090%	541		541	102	642
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.617%	3,695		3,695	694	4,388
1007- EMERGENCY MED SERV	218,705	0.083%	494		494	93	587
1010- N.RICHMOND WASTE	98,933	0.037%	223		223	42	265
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.464%	2,778		2,778	522	3,300
1013- FIRE DEPT HAZMAT GRANT	260,528	0.098%	588		588	111	699
1014- EDA GRANT FUND	448,646	0.169%	1,013		1,013	190	1,204
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,057,801	0.399%	2,389		2,389	449	2,838
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.142%	12,827		12,827	2,409	15,236
1018- RENT CONTROL	1,970,289	0.743%	4,450		4,450	836	5,286
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.058%	345		345	65	410
1050- CR-PLANNING & BUILDING	6,960,808	2.626%	15,722		15,722	2,952	18,674
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	133,511	0.050%	302		302	57	358
1055- ENCROACHMENTS SVCS	496,910	0.187%	1,122		1,122	211	1,333
1200- COR HOUSING ADMINISTRATION	370,521	0.140%	837		837	157	994
1201- CDBG	34,796	0.013%	79		79	15	93
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	54		54	10	64
1205- EMPLOYMENT & TRAINING	4,251,434	1.604%	9,603		9,603	1,803	11,406
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	34		34	6	40
1208- SUCCESSOR HOUSING AGENCY	129,618	0.049%	293		293	55	348
1209- CAL-HOME	14,174	0.005%	32		32	6	38

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.013%	80		80	15	95
1303- KIDS FIRST INITIATIVE	328,708	0.124%	742		742	139	882
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.408%	2,445		2,445	459	2,905
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	716,192	0.270%	1,618		1,618	304	1,921
2110- IMPACT FEE - PARK	16,777	0.006%	38		38	7	45
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.120%	719		719	135	854
2113- IMPACT FEE - FIRE	74,637	0.028%	169		169	32	200
2114- IMPACT FEE - POLICE	4,795	0.002%	11		11	2	13
2115- IMPACT FEE - COMM/AQUATC	59,927	0.023%	135		135	25	161
2116- IMPACT FEE - PARKS/OPEN	34,743	0.013%	78		78	15	93
2117- IMPACT FEE - LIBRARY	13,210	0.005%	30		30	6	35
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.014%	86		86	16	102
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	35		35	7	41
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.075%	450		450	85	535
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.183%	1,097		1,097	206	1,303
3002- DS - 99A PENSION OBLIG BOND	296,687	0.112%	670		670	126	796
3005- DS - 2007 CIVIC CENTER	4,466,982	1.685%	10,089		10,089	1,895	11,984
4001- PORT OF RICHMOND	5,831,462	2.200%	13,171		13,171	2,473	15,645
4003- WASTEWATER	20,038,389	7.559%	45,260		45,260	8,499	53,759
4005- MARINA	227,391	0.086%	514		514	96	610
4006- STORM WATER	1,713,549	0.646%	3,870		3,870	727	4,597
4008- KCRT - CABLE TELEVIS	757,422	0.286%	1,711		1,711	321	2,032
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.007%	43		43	8	51
4102- RHA-HOPE 6	38,490	0.015%	87		87	16	103
4201- RHA-CAPITAL FUND	261,561	0.099%	591		591	111	702
4401- RHA-HACIENDA	356,607	0.135%	805		805	151	957
4404- RHA-NEVIN PLAZA	1,797,674	0.678%	4,060		4,060	762	4,823
4405- RHA-NYSTROM VILLAGE	737,142	0.278%	1,665		1,665	313	1,978
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.094%	564		564	106	670
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.080%	480		480	90	570
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.045%	272		272	51	322
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.031%	184		184	34	218
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0		0	0	0
5001- INSURANCE RESERVES	17,431,941	6.576%	39,373		39,373	7,394	46,766
5003- EQUIPMENT SERVICES	1,102,646	0.416%	2,490		2,490	468	2,958
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.821%	4,913		4,913	923	5,836
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	5		5	1	6
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	25		25	5	29
6047- CERTBT PLAN FUND	219,584	0.083%	496		496	93	589
6048- OPEB PLAN TRUST	7,123,046	2.687%	16,088		16,088	3,021	19,110
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.080%	478		478	90	568
6050- GENERAL PENSION FUND	401,991	0.152%	908		908	171	1,078
6051- POLICE & FIRE PENSION	1,485,241	0.560%	3,355		3,355	630	3,985
6052- GARFIELD PENSION FUND	50,048	0.019%	113		113	21	134
6058- MARINA WESTSHORE DEB	66,784	0.025%	151		151	28	179
6059- COUNTRY CLUB VISTA	174,720	0.066%	395		395	74	469

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-151- City Attorney

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	208,383	0.079%	471	-	471	88	559
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.199%	1,190	-	1,190	224	1,414
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	5,077	0.002%	11	-	11	2	14
6304- SA-DS 2003B TAR B	405,325	0.153%	915	-	915	172	1,087
6305- SA-DS 2004A TAR B 2/3	327,948	0.124%	741	-	741	139	880
6306- SA-DS 2004A TAR B -1/3 HSING	164,564	0.062%	372	-	372	70	441
6307- SA-DS 2004B TAR B - HOUSING	37,387	0.014%	84	-	84	16	100
6308- SA-DS 2007/10A TAR B	677,753	0.256%	1,531	-	1,531	287	1,818
6309- SA-DS 2007/10B TAR B - HOUSING	2,672	0.001%	6	-	6	1	7
6401- SA-DS 2014A NON-TAXABLE BONDS	572,917	0.216%	1,294	-	1,294	243	1,537
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	585,656	0.221%	1,323	-	1,323	248	1,571
6404- SA-DS 2021A NON-TAXABLE BONDS is new	595,188	0.225%	1,344	-	1,344	252	1,597
6405- SA-DS 2021B TAXABLE BONDS is new	108,451	0.041%	245	-	245	46	291
6996- SUCCESSOR AGENCY - GLTDAG	394,410	0.149%	891	-	891	167	1,058
9102- CITY OF RICHMOND - GFAAG	10,428,862	3.934%	23,555	-	23,555	4,423	27,979
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	265,076,821	100.000%	\$ 598,716	\$ -	\$ 598,716	\$ 111,064	\$ 709,780

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-151- City Attorney				
	System-wide Support A	System-wide Support B	System-wide Support C	Total
ALLOCABLE BUDGET UNITS				
BLDG- Building Use	\$ -	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-	-
0001-131- City Manager's Office	2,673	43,737	1,575	47,985
0001-141- City Clerk	2,673	-	1,757	4,430
0001-151- City Attorney	7,350	15,551	3,956	26,858
0001-171- Finance Administration	2,385	75,012	1,485	78,881
0001-172- Accounting	5,564	-	3,329	8,893
0001-173- Budget/Operating	3,179	-	1,278	4,457
0001-174- Payroll	2,385	-	928	3,313
0001-175- Treasury/Cash Management	3,179	-	1,528	4,707
0001-176- Accounts Payable	1,590	-	664	2,254
0001-177- Rev Collection	3,974	-	1,928	5,902
0001-178- Purchasing	1,590	-	1,004	2,594
0001-181- Human Resources	10,333	36,334	5,380	52,047
0001-232- Facility Maintenance and Administration	27,025	41,022	21,875	89,922
0001-235- Equipment Services/Fleet Services	10,333	-	8,688	19,021
0001-261- Information Technology Administration	3,179	5,860	4,442	13,482
0001-262- Telecommunications	3,179	-	4,520	7,699
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	795	-	412	1,207
0001-907, 908- Non-Departmental	-	-	20,914	20,914
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
RECEIVING BUDGET UNITS				
0001-101- OFFICE OF THE MAYOR	2,385	132,442	1,405	136,232
0001-105- COUNCIL/CITY COUNCIL DIV	8,743	56,259	1,178	66,180
0001-121- POLICE COMMISSION DIV	1,590	31,646	169	33,404
0001-132- CM-SPCIAL PROJES/ENVIRONMENTAL	-	-	10	10
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	4,769	-	3,227	7,996
0001-191- GF-POLICE ADMIN DIV	158,175	-	148,377	306,552
0001-192- GF-POLICE-PATROL/CIB	-	-	33	33
0001-193- GF-POLICE/CRIME PREVENTION	1,590	-	487	2,077
0001-194- GF-POLICE-COPS GRANT	795	-	2,832	3,627
0001-196- GF-POLICE/REGULATORY	1,590	-	1,681	3,271
0001-197- CAD DISPATCH SYST/COMM POL DIV	20,666	-	9,881	30,547
0001-199- GF-PARKING ENFORCEMENT DIV	795	-	890	1,685
0001-201- GF-FIRE/ADMIN DIV	3,179	9,376	1,561	14,117
0001-202- GF-FIRE/SUPPRESSN DIV	65,178	-	74,560	139,738
0001-203- GF-FIRE PREVENTION DIV	5,564	-	5,633	11,196
0001-204- GF-FIRE/ SUPPORT DIV	-	-	569	569
0001-205- GF-FIRE/TRAINING DIV	795	-	1,025	1,820
0001-206- GF-FIRE/OF. OF EMS DIV	1,590	-	503	2,093
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	13,512	2,344	3,217	19,073
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-	865	865
0001-231- GF-PW ADMIN-DIV	5,564	-	4,335	9,899
0001-233- GF-PRKS&LNDKSP/PRKS (S-DIV)	28,615	-	11,247	39,862
0001-234- IT GIS	23,051	-	7,817	30,867

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-151- City Attorney				
	System-wide Support A	System-wide Support B	System-wide Support C	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	12,718	-	5,034	17,752
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	795	-	-	795
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-	3	3
0001-241- GF-LIB&CL SVC/L-ADM DIV	31,794	-	8,605	40,399
0001-242- GF-LS/REF SVCS(S-DIV)	-	-	914	914
0001-243- GF-LIB&CL SVCS/LEAP DIV	7,949	5,860	2,126	15,935
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-	-	-
0001-251- GF-RECREATION ADM DIV	11,923	14,065	4,601	30,588
0001-253- CM&NB/BOOKER T CTR (S-DIV)	28,615	-	2,571	31,186
0001-255- GF-CM TRANSPORTATN OPERATIONS	1,590	-	399	1,989
0001-254- GF-REC/SPCL EVENTS (S-DIV)	7,949	-	1,680	9,629
0001-256- RECREATION SVCS/AQUATICS	29,409	-	490	29,899
0001-257- RECREATION SVCS/CONVENTION CTR	3,179	-	960	4,140
0001-259- RECREATION SVCS/PLUNGE	795	-	456	1,251
0001-260- RECREATION SVCS/CITIES OF SRVC	1,590	-	719	2,309
0001-291- GF-ADMINISTRATIVE SERVICES	795	-	-	795
0001-292- GF-STREET SWEEPING	795	-	-	795
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	2,385	-	1,231	3,615
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	795	-	1,396	2,191
0001-364- GF-ECON DEV/PUBLIC ART DIV	795	-	1,610	2,405
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	1,590	-	1,645	3,235
0001-371- INTERNAL SERVICES-ADMIN	1,590	-	663	2,253
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-	-
1002- STATE GAS TAX	-	-	6,721	6,721
1003- TRANSPORTATION OPERATIONS	3,179	-	1,415	4,595
1004- ASSET SEIZURE FUND	-	-	104	104
1005- LIBRARY FUND	-	-	642	642
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-	4,388	4,388
1007- EMERGENCY MED SERV	-	-	587	587
1010- N.RICHMOND WASTE	-	-	265	265
1012- HILLTOP LANDSCAPE MAINT DIST	10,333	-	3,300	13,633
1013- FIRE DEPT HAZMAT GRANT	-	-	699	699
1014- EDA GRANT FUND	-	-	1,204	1,204
1015- MARINA BAY LNDSCP&LIGHTDIST FD	9,538	-	2,838	12,376
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-	15,236	15,236
1018- RENT CONTROL	10,333	1,172	5,286	16,791
1019- SBI RMRA CAP IMPROVEMENT	-	-	410	410
1050- CR-PLANNING & BUILDING	19,076	63,291	18,674	101,042
1051- CR-ENGINEERING	-	39,850	-	39,850
1053- CODE ENFORCEMENT-CR	-	-	-	-
1054- ENGINEERING GRANTS	-	-	358	358
1055- ENCROACHMENTS SVCS	6,359	-	1,333	7,692
1200- COR HOUSING ADMINISTRATION	2,385	23,441	994	26,820
1201- CDBG	-	-	93	93
1203- NEIGHBORHOOD STABILIZATION	-	-	64	64
1205- EMPLOYMENT & TRAINING	13,512	28,129	11,406	53,048
1207- NEIGHBORHOOD STAB(CITY)	-	-	40	40
1208- SUCCESSOR HOUSING AGNCY	-	-	348	348
1209- CAL-HOME	-	-	38	38

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-151- City Attorney				
	System-wide Support A	System-wide Support B	System-wide Support C	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-	95	95
1303- KIDS FIRST INITIATIVE	2,385	35,162	882	38,428
1304- EMERGENCY OPE & DISASTR RECVRY	-	-	2,905	2,905
2001- GENERAL CAPITAL FUND	-	-	-	-
2002- MEASURE J	-	-	1,921	1,921
2110- IMPACT FEE - PARK	-	-	45	45
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-	854	854
2113- IMPACT FEE - FIRE	-	-	200	200
2114- IMPACT FEE - POLICE	-	-	13	13
2115- IMPACT FEE - COMM/AQUATC	-	-	161	161
2116- IMPACT FEE - PARKS/OPEN	-	-	93	93
2117- IMPACT FEE - LIBRARY	-	-	35	35
2119- IMPACT FEE - STORM DRAINAGE	-	-	102	102
2120- IMPACT FEE - WASTEWATER	-	-	41	41
2125- IRON TRIANGLE/EPA PROGRAMS	-	-	535	535
2126- COR-HOUSING DEPT CIP FUND	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	-	1,303	1,303
3002- DS - 99A PENSION OBLIG BOND	-	-	796	796
3005- DS - 2007 CIVIC CENTER	-	-	11,984	11,984
4001- PORT OF RICHMOND	2,385	11,721	15,645	29,750
4003- WASTEWATER	7,154	-	53,759	60,913
4005- MARINA	-	-	610	610
4006- STORM WATER	-	37,506	4,597	42,103
4008- KCRT - CABLE TELEVIS	3,179	-	2,032	5,211
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-	51	51
4102- RHA-HOPE 6	-	-	103	103
4201- RHA-CAPITAL FUND	-	-	702	702
4401- RHA-HACIENDA	-	-	957	957
4404- RHA-NEVIN PLAZA	1,590	-	4,823	6,413
4405- RHA-NYSTROM VILLAGE	795	-	1,978	2,772
4406- RHA-RICHMOND VILLAGE ONE	-	-	670	670
4407- RHA-RICHMOND VILLAGE TWO	-	-	570	570
4408- RHA-RICHMOND VILLAGE THREE	-	-	322	322
4501- RHA-CENTRAL OFFICE COST CNTR	795	-	218	1,013
4502- RHA-HOUSING (RAD) CORPORATION	-	-	0	0
5001- INSURANCE RESERVES	3,974	-	46,766	50,741
5003- EQUIPMENT SERVICES	-	-	2,958	2,958
5005- CAD DISPATCH SYSTEM	795	-	-	795
5006- RMS RECORDS SERVICES	-	-	-	-
5008- COMPENSATED ABSENCES	-	-	5,836	5,836
6001- GENERAL TRUST & AGENCY	-	-	-	-
6004- COMMISSION ON AGING	-	-	6	6
6005- SEAVER GALLERY TRUST FUND	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	-	29	29
6047- CERTBT PLAN FUND	-	-	589	589
6048- OPEB PLAN TRUST	-	-	19,110	19,110
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-	568	568
6050- GENERAL PENSION FUND	5,564	-	1,078	6,642
6051- POLICE & FIRE PENSION	19,076	-	3,985	23,061
6052- GARFIELD PENSION FUND	795	-	134	929

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-151- City Attorney				
	System-wide Support A	System-wide Support B	System-wide Support C	Total
6058- MARINA WESTSHORE DEB	-	-	179	179
6059- COUNTRY CLUB VISTA	-	-	469	469
6060- REASSESSMENT DISTRICT 2003-1	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-	-
6102- SA- ADMINISTRATION	-	-	559	559
6103- SA - CAPITAL PROJECT FUNDS	-	-	1,414	1,414
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	-	14	14
6304- SA-DS 2003B TAR B	-	-	1,087	1,087
6305- SA-DS 2004A TAR B 2/3	-	-	880	880
6306- SA-DS 2004A TAR B -1/3 HSING	-	-	441	441
6307- SA-DS 2004B TAR B - HOUSING	-	-	100	100
6308- SA-DS 2007/10A TAR B	-	-	1,818	1,818
6309- SA-DS 2007/10B TAR B - HOUSING	-	-	7	7
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	1,537	1,537
6402- SA-DS 2014B TAXABLE BONDS	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	1,571	1,571
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	1,597	1,597
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	291	291
6996- SUCCESSOR AGENCY - GLTDAG	-	-	1,058	1,058
9102- CITY OF RICHMOND - GFAAG	-	-	27,979	27,979
AO- ALL OTHER	-	-	-	-
Total	\$ 709,780	\$ 709,780	\$ 709,780	\$ 2,129,339

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-171- Finance Administration

Expense Type	Distribution Percentage		100.00%
	\$	Spread Method	Citywide Financial Services
Personnel			
400001 - SALARIES & WAGES/Executive	\$ 173,250	S	\$ 173,250
400003 - SALARIES & WAGES/Local 1021	119,637	S	119,637
400031 - OVERTIME/General	345	S	345
400049 - OTHER PAY/Auto Allowance	3,850	S	3,850
400050 - OTHER PAY/Medical Flex	2,200	S	2,200
400066 - OTHER PAY/Assign Diff-non-PERS	2,989	S	2,989
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(10,573)	S	(10,573)
400103 - P-ROLL BEN/Medicare Tax-ER Shr	4,429	S	4,429
400105 - P-ROLL BEN/Health Insurance Be	26,018	S	26,018
400106 - P-ROLL BEN/Dental Insurance	5,290	S	5,290
400109 - P-ROLL BEN/Employee Assistance	127	S	127
400110 - P-ROLL BEN/Professional Dev-Mg	438	S	438
400111 - P-ROLL BEN/Vision	618	S	618
400112 - P-ROLL BEN/Life Insurance	814	S	814
400114 - P-ROLL BEN/Long Term Disabilit	1,956	S	1,956
400116 - P-ROLL BEN/Unemployment Ins	1,286	S	1,286
400117 - P-ROLL BEN/Personal/Prof Dev	1,904	S	1,904
400121 - P-ROLL BEN/Worker Comp-Clerica	13,535	S	13,535
400122 - P-ROLL BEN/Worker Comp-Prof	15,610	S	15,610
400127 - P-ROLL BEN/OPEB	12,089	S	12,089
400149 - P-ROLL BEN/PERS-Misc	39,311	S	39,311
400151 - P-ROLL BEN/PERS-Misc (UAL)	71,488	S	71,488
Subtotal Personnel Cost	\$ 486,613		\$ 486,613
Operating Services & Supplies			
400231 - OFF EXP/Postage & Mailing	\$ 17,006	S	\$ 17,006
400233 - OFF EXP/Copying & Duplicating	1,207	S	1,207
400261 - DUES & PUB/Membership & Dues	2,006	S	2,006
400271 - AD & PROMO/Advertising&Promo	(594)	S	(594)
400283 - ADM EXP/Storage Cost	5,885	S	5,885
400290 - ADM EXP/Courier-Delivery Svcs	338	S	338
400304 - RENTAL EXP/Equipment Rental	20,020	S	20,020
400322 - MISC EXP/Misc Exp	233	S	233
400341 - OFF SUPP/Office Supplies	16,637	S	16,637
400344 - OFF SUPP/Computer Supplies	2,217	S	2,217
400401 - UTILITIES/Tel & Telegraph	1,081	S	1,081
400501 - EQPT SERVS/Equipment R/M Serv	129	S	129
400538 - CONTRACT SVCS/Oth Cntrctl Svcs	77	S	77
400574 - COST POOL/(ISF)-Gen Liability	171,164	S	171,164
400592 - COST POOL/(CON)-Admin Charges	(143,323)	S	(143,323)
Subtotal Operating Cost	\$ 94,083		\$ 94,083

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-171- Finance Administration

Expense Type	Distribution Percentage		100.00%
	\$	Spread Method	Citywide Financial Services
Disallowed Expenses			
400271 - AD & PROMO/Advertising&Promo	\$ 594	[1]	\$ 594
400592 - COST POOL/(CON)-Admin Charges	143,323	[2]	143,323
Subtotal Disallowed Costs	\$ 143,917		\$ 143,917
DEPARTMENTAL EXPENDITURES	\$ 724,613		\$ 724,613
Reallocation of Incoming Costs			
First Allocation	\$ 68,363		\$ 792,976
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ 68,363		\$ 792,976
Second Allocation	\$ 195,667		\$ 195,667
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ 195,667		\$ 195,667
TOTAL FUNCTIONAL COSTS	\$ 988,642		\$ 988,642

Notes

[1] Costs not allowable per Title 2 CFR Part 200

[2] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-171- Finance Administration	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 724,613		\$ 724,613
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	1,473	317	1,790
0001-141- City Clerk	1,431	274	1,705
0001-151- City Attorney	65,459	13,422	78,881
0001-171- Finance Administration		1,656	1,656
0001-172- Accounting		2,231	2,231
0001-173- Budget/Operating		1,017	1,017
0001-174- Payroll		1,186	1,186
0001-175- Treasury/Cash Management		575	575
0001-176- Accounts Payable		1,206	1,206
0001-177- Rev Collection		733	733
0001-178- Purchasing		79,364	79,364
0001-181- Human Resources		7,448	7,448
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		11,720	11,720
0001-261- Information Technology Administration		6,133	6,133
0001-262- Telecommunications		6,049	6,049
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		13,526	13,526
0001-907, 908- Non-Departmental		48,810	48,810
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 68,363	\$ 195,667	\$ 264,030
Total Costs to be Allocated	\$ 792,976	\$ 195,667	\$ 988,642

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-171- Finance Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Financial Services	6.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	697,359	0.263%	2,086		2,086		2,086
0001-141- City Clerk	777,896	0.293%	2,327		2,327		2,327
0001-151- City Attorney	1,751,709	0.661%	5,240		5,240		5,240
0001-171- Finance Administration	553,449	0.209%	1,656		1,656		1,656
0001-172- Accounting	1,240,824	0.468%	3,712		3,712	929	4,641
0001-173- Budget/Operating	476,217	0.180%	1,425		1,425	357	1,781
0001-174- Payroll	345,969	0.131%	1,035		1,035	259	1,294
0001-175- Treasury/Cash Management	569,497	0.215%	1,704		1,704	426	2,130
0001-176- Accounts Payable	247,478	0.093%	740		740	185	926
0001-177- Rev Collection	718,569	0.271%	2,150		2,150	538	2,688
0001-178- Purchasing	374,421	0.141%	1,120		1,120	280	1,400
0001-181- Human Resources	2,005,530	0.757%	6,000		6,000	1,502	7,501
0001-232- Facility Maintenance and Administration	8,153,968	3.076%	24,393		24,393	6,106	30,498
0001-235- Equipment Services/Fleet Services	3,238,310	1.222%	9,687		9,687	2,425	12,112
0001-261- Information Technology Administration	1,655,871	0.625%	4,954		4,954	1,240	6,193
0001-262- Telecommunications	1,684,630	0.636%	5,040		5,040	1,262	6,301
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.058%	459		459	115	574
0001-907, 908- Non-Departmental	7,795,660	2.941%	23,321		23,321	5,838	29,158
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.198%	1,567		1,567	392	1,959
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.166%	1,313		1,313	329	1,642
0001-121- POLICE COMMISSION DIV	62,842	0.024%	188		188	47	235
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.001%	11		11	3	13
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.454%	3,598		3,598	901	4,499
0001-191- GF-POLICE ADMIN DIV	55,306,835	20.864%	165,450		165,450	41,415	206,866
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	37		37	9	46
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.069%	543		543	136	680
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.398%	3,158		3,158	791	3,949
0001-196- GF-POLICE/REGULATORY	626,523	0.236%	1,874		1,874	469	2,343
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.389%	11,017		11,017	2,758	13,775
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.125%	993		993	249	1,241
0001-201- GF-FIRE/ADMIN DIV	581,965	0.220%	1,741		1,741	436	2,177
0001-202- GF-FIRE/SUPRESSN DIV	27,791,828	10.484%	83,139		83,139	20,811	103,950
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.792%	6,281		6,281	1,572	7,853
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.080%	635		635	159	794
0001-205- GF-FIRE/TRAINING DIV	382,158	0.144%	1,143		1,143	286	1,429
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.071%	561		561	140	701
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.452%	3,587		3,587	898	4,484
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.122%	965		965	242	1,206
0001-231- GF-PW ADMIN-DIV	1,615,853	0.610%	4,834		4,834	1,210	6,044
0001-233- GF-PRKS&LNDKSP/PRKS (S-DIV)	4,192,433	1.582%	12,542		12,542	3,139	15,681

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-171- Finance Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	2,913,668	1.099%	8,716		8,716	2,182	10,898
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.708%	5,613		5,613	1,405	7,019
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	3		3	1	4
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.210%	9,596		9,596	2,402	11,998
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.128%	1,019		1,019	255	1,274
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.299%	2,371		2,371	593	2,964
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.647%	5,130		5,130	1,284	6,414
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.362%	2,867		2,867	718	3,585
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.056%	445		445	111	557
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.236%	1,874		1,874	469	2,343
0001-256- RECREATION SVCS/AQUATICS	182,634	0.069%	546		546	137	683
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.135%	1,071		1,071	268	1,339
0001-259- RECREATION SVCS/PLUNGE	170,093	0.064%	509		509	127	636
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.101%	802		802	201	1,002
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.173%	1,372		1,372	344	1,716
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.196%	1,557		1,557	390	1,946
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.226%	1,796		1,796	450	2,245
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.231%	1,834		1,834	459	2,293
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.093%	739		739	185	924
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	2,505,332	0.945%	7,495		7,495	1,876	9,371
1003- TRANSPORTATION OPERATIONS	527,519	0.199%	1,578		1,578	395	1,973
1004- ASSET SEIZURE FUND	38,869	0.015%	116		116	29	145
1005- LIBRARY FUND	239,327	0.090%	716		716	179	895
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.617%	4,893		4,893	1,225	6,118
1007- EMERGENCY MED SERV	218,705	0.083%	654		654	164	818
1010- N.RICHMOND WASTE	98,933	0.037%	296		296	74	370
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.464%	3,679		3,679	921	4,600
1013- FIRE DEPT HAZMAT GRANT	260,528	0.098%	779		779	195	974
1014- EDA GRANT FUND	448,646	0.169%	1,342		1,342	336	1,678
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,057,801	0.399%	3,164		3,164	792	3,957
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.142%	16,989		16,989	4,253	21,241
1018- RENT CONTROL	1,970,289	0.743%	5,894		5,894	1,475	7,370
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.058%	457		457	114	571
1050- CR-PLANNING & BUILDING	6,960,808	2.626%	20,823		20,823	5,212	26,036
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	133,511	0.050%	399		399	100	499
1055- ENCROACHMENTS SVCS	496,910	0.187%	1,487		1,487	372	1,859
1200- COR HOUSING ADMINISTRATION	370,521	0.140%	1,108		1,108	277	1,386
1201- CDBG	34,796	0.013%	104		104	26	130
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	71		71	18	89
1205- EMPLOYMENT & TRAINING	4,251,434	1.604%	12,718		12,718	3,184	15,902
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	45		45	11	56
1208- SUCCESSOR HOUSING AGENCY	129,618	0.049%	388		388	97	485
1209- CAL-HOME	14,174	0.005%	42		42	11	53

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-171- Finance Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.013%	106		106	27	133
1303- KIDS FIRST INITIATIVE	328,708	0.124%	983		983	246	1,229
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.408%	3,239		3,239	811	4,050
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	716,192	0.270%	2,142		2,142	536	2,679
2110- IMPACT FEE - PARK	16,777	0.006%	50		50	13	63
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.120%	952		952	238	1,191
2113- IMPACT FEE - FIRE	74,637	0.028%	223		223	56	279
2114- IMPACT FEE - POLICE	4,795	0.002%	14		14	4	18
2115- IMPACT FEE - COMM/AQUATC	59,927	0.023%	179		179	45	224
2116- IMPACT FEE - PARKS/OPEN	34,743	0.013%	104		104	26	130
2117- IMPACT FEE - LIBRARY	13,210	0.005%	40		40	10	49
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.014%	114		114	28	142
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	46		46	11	57
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.075%	597		597	149	746
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.183%	1,453		1,453	364	1,816
3002- DS - 99A PENSION OBLIG BOND	296,687	0.112%	888		888	222	1,110
3005- DS - 2007 CIVIC CENTER	4,466,982	1.685%	13,363		13,363	3,345	16,708
4001- PORT OF RICHMOND	5,831,462	2.200%	17,445		17,445	4,367	21,812
4003- WASTEWATER	20,038,389	7.559%	59,945		59,945	15,005	74,950
4005- MARINA	227,391	0.086%	680		680	170	851
4006- STORM WATER	1,713,549	0.646%	5,126		5,126	1,283	6,409
4008- KCRT - CABLE TELEVIS	757,422	0.286%	2,266		2,266	567	2,833
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.007%	57		57	14	72
4102- RHA-HOPE 6	38,490	0.015%	115		115	29	144
4201- RHA-CAPITAL FUND	261,561	0.099%	782		782	196	978
4401- RHA-HACIENDA	356,607	0.135%	1,067		1,067	267	1,334
4404- RHA-NEVIN PLAZA	1,797,674	0.678%	5,378		5,378	1,346	6,724
4405- RHA-NYSTROM VILLAGE	737,142	0.278%	2,205		2,205	552	2,757
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.094%	748		748	187	935
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.080%	635		635	159	794
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.045%	360		360	90	450
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.031%	243		243	61	304
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0		0	0	0
5001- INSURANCE RESERVES	17,431,941	6.576%	52,148		52,148	13,054	65,201
5003- EQUIPMENT SERVICES	1,102,646	0.416%	3,299		3,299	826	4,124
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.821%	6,507		6,507	1,629	8,136
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	7		7	2	8
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	33		33	8	41
6047- CERTBT PLAN FUND	219,584	0.083%	657		657	164	821
6048- OPEB PLAN TRUST	7,123,046	2.687%	21,309		21,309	5,334	26,643
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.080%	634		634	159	792
6050- GENERAL PENSION FUND	401,991	0.152%	1,203		1,203	301	1,504
6051- POLICE & FIRE PENSION	1,485,241	0.560%	4,443		4,443	1,112	5,555
6052- GARFIELD PENSION FUND	50,048	0.019%	150		150	37	187
6058- MARINA WESTSHORE DEB	66,784	0.025%	200		200	50	250
6059- COUNTRY CLUB VISTA	174,720	0.066%	523		523	131	654

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-171- Finance Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	208,383	0.079%	623	-	623	156	779
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.199%	1,577	-	1,577	395	1,971
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	5,077	0.002%	15	-	15	4	19
6304- SA-DS 2003B TAR B	405,325	0.153%	1,213	-	1,213	304	1,516
6305- SA-DS 2004A TAR B 2/3	327,948	0.124%	981	-	981	246	1,227
6306- SA-DS 2004A TAR B -1/3 HSING	164,564	0.062%	492	-	492	123	616
6307- SA-DS 2004B TAR B - HOUSING	37,387	0.014%	112	-	112	28	140
6308- SA-DS 2007/10A TAR B	677,753	0.256%	2,027	-	2,027	508	2,535
6309- SA-DS 2007/10B TAR B - HOUSING	2,672	0.001%	8	-	8	2	10
6401- SA-DS 2014A NON-TAXABLE BONDS	572,917	0.216%	1,714	-	1,714	429	2,143
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	585,656	0.221%	1,752	-	1,752	439	2,191
6404- SA-DS 2021A NON-TAXABLE BONDS is new	595,188	0.225%	1,781	-	1,781	446	2,226
6405- SA-DS 2021B TAXABLE BONDS is new	108,451	0.041%	324	-	324	81	406
6996- SUCCESSOR AGENCY - GLTDAG	394,410	0.149%	1,180	-	1,180	295	1,475
9102- CITY OF RICHMOND - GFAAG	10,428,862	3.934%	31,198	-	31,198	7,809	39,007
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	265,076,821	100.000%	\$ 792,976	\$ -	\$ 792,976	\$ 195,667	\$ 988,642

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-171- Finance Administration	Citywide Financial Services	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	2,086	2,086
0001-141- City Clerk	2,327	2,327
0001-151- City Attorney	5,240	5,240
0001-171- Finance Administration	1,656	1,656
0001-172- Accounting	4,641	4,641
0001-173- Budget/Operating	1,781	1,781
0001-174- Payroll	1,294	1,294
0001-175- Treasury/Cash Management	2,130	2,130
0001-176- Accounts Payable	926	926
0001-177- Rev Collection	2,688	2,688
0001-178- Purchasing	1,400	1,400
0001-181- Human Resources	7,501	7,501
0001-232- Facility Maintenance and Administration	30,498	30,498
0001-235- Equipment Services/Fleet Services	12,112	12,112
0001-261- Information Technology Administration	6,193	6,193
0001-262- Telecommunications	6,301	6,301
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	574	574
0001-907, 908- Non-Departmental	29,158	29,158
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	1,959	1,959
0001-105- COUNCIL/CITY COUNCIL DIV	1,642	1,642
0001-121- POLICE COMMISSION DIV	235	235
0001-132- CM-SPCIAL PROJES/ENVIRONMENTAL	13	13
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	4,499	4,499
0001-191- GF-POLICE ADMIN DIV	206,866	206,866
0001-192- GF-POLICE-PATROL/CIB	46	46
0001-193- GF-POLICE/CRIME PREVENTION	680	680
0001-194- GF-POLICE-COPS GRANT	3,949	3,949
0001-196- GF-POLICE/REGULATORY	2,343	2,343
0001-197- CAD DISPATCH SYST/COMM POL DIV	13,775	13,775
0001-199- GF-PARKING ENFORCEMENT DIV	1,241	1,241
0001-201- GF-FIRE/ADMIN DIV	2,177	2,177
0001-202- GF-FIRE/SUPPRESSN DIV	103,950	103,950
0001-203- GF-FIRE PREVENTION DIV	7,853	7,853
0001-204- GF-FIRE/ SUPPORT DIV	794	794
0001-205- GF-FIRE/TRAINING DIV	1,429	1,429
0001-206- GF-FIRE/OF. OF EMS DIV	701	701
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	4,484	4,484
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	1,206	1,206
0001-231- GF-PW ADMIN-DIV	6,044	6,044
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	15,681	15,681
0001-234- IT GIS	10,898	10,898

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-171- Finance Administration	Citywide Financial Services	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	7,019	7,019
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	4	4
0001-241- GF-LIB&CL SVC/L-ADM DIV	11,998	11,998
0001-242- GF-LS/REF SVCS(S-DIV)	1,274	1,274
0001-243- GF-LIB&CL SVCS/LEAP DIV	2,964	2,964
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	6,414	6,414
0001-253- CM&NB/BOOKER T CTR (S-DIV)	3,585	3,585
0001-255- GF-CM TRANSPORTATN OPERATIONS	557	557
0001-254- GF-REC/SPCL EVENTS (S-DIV)	2,343	2,343
0001-256- RECREATION SVCS/AQUATICS	683	683
0001-257- RECREATION SVCS/CONVENTION CTR	1,339	1,339
0001-259- RECREATION SVCS/PLUNGE	636	636
0001-260- RECREATION SVCS/CITIES OF SRVC	1,002	1,002
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,716	1,716
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,946	1,946
0001-364- GF-ECON DEV/PUBLIC ART DIV	2,245	2,245
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2,293	2,293
0001-371- INTERNAL SERVICES-ADMIN	924	924
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	9,371	9,371
1003- TRANSPORTATION OPERATIONS	1,973	1,973
1004- ASSET SEIZURE FUND	145	145
1005- LIBRARY FUND	895	895
1006- OUTSIDE FUNDED SVCS - GRANTS	6,118	6,118
1007- EMERGENCY MED SERV	818	818
1010- N.RICHMOND WASTE	370	370
1012- HILLTOP LANDSCAPE MAINT DIST	4,600	4,600
1013- FIRE DEPT HAZMAT GRANT	974	974
1014- EDA GRANT FUND	1,678	1,678
1015- MARINA BAY LNDSCP&LIGHTDIST FD	3,957	3,957
1017- CHEVRON MODERNIZATN PROJ & CIA	21,241	21,241
1018- RENT CONTROL	7,370	7,370
1019- SBI RMRA CAP IMPROVEMENT	571	571
1050- CR-PLANNING & BUILDING	26,036	26,036
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	499	499
1055- ENCROACHMENTS SVCS	1,859	1,859
1200- COR HOUSING ADMINISTRATION	1,386	1,386
1201- CDBG	130	130
1203- NEIGHBORHOOD STABILIZATION	89	89
1205- EMPLOYMENT & TRAINING	15,902	15,902
1207- NEIGHBORHOOD STAB(CITY)	56	56
1208- SUCCESSOR HOUSING AGNCY	485	485
1209- CAL-HOME	53	53

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-171- Finance Administration	Citywide Financial Services	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	133	133
1303- KIDS FIRST INITIATIVE	1,229	1,229
1304- EMERGENCY OPE & DISASTR RECVRY	4,050	4,050
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	2,679	2,679
2110- IMPACT FEE - PARK	63	63
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	1,191	1,191
2113- IMPACT FEE - FIRE	279	279
2114- IMPACT FEE - POLICE	18	18
2115- IMPACT FEE - COMM/AQUATC	224	224
2116- IMPACT FEE - PARKS/OPEN	130	130
2117- IMPACT FEE - LIBRARY	49	49
2119- IMPACT FEE - STORM DRAINAGE	142	142
2120- IMPACT FEE - WASTEWATER	57	57
2125- IRON TRIANGLE/EPA PROGRAMS	746	746
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	1,816	1,816
3002- DS - 99A PENSION OBLIG BOND	1,110	1,110
3005- DS - 2007 CIVIC CENTER	16,708	16,708
4001- PORT OF RICHMOND	21,812	21,812
4003- WASTEWATER	74,950	74,950
4005- MARINA	851	851
4006- STORM WATER	6,409	6,409
4008- KCRT - CABLE TELEVIS	2,833	2,833
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	72	72
4102- RHA-HOPE 6	144	144
4201- RHA-CAPITAL FUND	978	978
4401- RHA-HACIENDA	1,334	1,334
4404- RHA-NEVIN PLAZA	6,724	6,724
4405- RHA-NYSTROM VILLAGE	2,757	2,757
4406- RHA-RICHMOND VILLAGE ONE	935	935
4407- RHA-RICHMOND VILLAGE TWO	794	794
4408- RHA-RICHMOND VILLAGE THREE	450	450
4501- RHA-CENTRAL OFFICE COST CNTR	304	304
4502- RHA-HOUSING (RAD) CORPORATION	0	0
5001- INSURANCE RESERVES	65,201	65,201
5003- EQUIPMENT SERVICES	4,124	4,124
5005- CAD DISPATCH SYSTEM	-	-
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	8,136	8,136
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	8	8
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	41	41
6047- CERTBT PLAN FUND	821	821
6048- OPEB PLAN TRUST	26,643	26,643
6049- PT MOLATE PRIVATE-PURPOSE TRST	792	792
6050- GENERAL PENSION FUND	1,504	1,504
6051- POLICE & FIRE PENSION	5,555	5,555
6052- GARFIELD PENSION FUND	187	187

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-171- Finance Administration	Citywide Financial Services	Total
6058- MARINA WESTSHORE DEB	250	250
6059- COUNTRY CLUB VISTA	654	654
6060- REASSESSMENT DISTRICT 2003-1	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-
6102- SA- ADMINISTRATION	779	779
6103- SA - CAPITAL PROJECT FUNDS	1,971	1,971
6208- SA-CIP 07B TARB BND PRCDs-HSG	-	-
6300- SA-DS HARBOR 98 TARB	19	19
6304- SA-DS 2003B TARB	1,516	1,516
6305- SA-DS 2004A TARB 2/3	1,227	1,227
6306- SA-DS 2004A TARB -1/3 HSING	616	616
6307- SA-DS 2004B TARB - HOUSING	140	140
6308- SA-DS 2007/10A TARB	2,535	2,535
6309- SA-DS 2007/10B TARB - HOUSING	10	10
6401- SA-DS 2014A NON-TAXABLE BONDS	2,143	2,143
6402- SA-DS 2014B TAXABLE BONDS	-	-
6403- SA-DS LOANS PAYABLE	2,191	2,191
6404- SA-DS 2021A NON-TAXABLE BONDS is new	2,226	2,226
6405- SA-DS 2021B TAXABLE BONDS is new	406	406
6996- SUCCESSOR AGENCY - GLTDAG	1,475	1,475
9102- CITY OF RICHMOND - GFAAG	39,007	39,007
AO- ALL OTHER	-	-
Total	\$ 988,642	\$ 988,642

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-172- Accounting

Expense Type	Distribution Percentage		75.00%		25.00%	
	\$	Spread Method	System-wide Support A		System-wide Support B	
Personnel						
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 316,201	S	\$ 237,151	\$	79,050	
400003 - SALARIES & WAGES/Local 1021	256,379	S	192,284		64,095	
400031 - OVERTIME/General	1,896	S	1,422		474	
400048 - OTHER PAY/Bilingual Pay	2,399	S	1,799		600	
400050 - OTHER PAY/Medical Flex	4,800	S	3,600		1,200	
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(31,904)	S	(23,928)		(7,976)	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	8,542	S	6,406		2,135	
400105 - P-ROLL BEN/Health Insurance Be	79,242	S	59,431		19,810	
400106 - P-ROLL BEN/Dental Insurance	11,790	S	8,843		2,948	
400109 - P-ROLL BEN/Employee Assistance	284	S	213		71	
400110 - P-ROLL BEN/Professional Dev-Mg	1,782	S	1,337		446	
400111 - P-ROLL BEN/Vision	1,378	S	1,033		344	
400112 - P-ROLL BEN/Life Insurance	1,583	S	1,188		396	
400114 - P-ROLL BEN/Long Term Disabilit	5,233	S	3,925		1,308	
400116 - P-ROLL BEN/Unemployment Ins	2,866	S	2,149		716	
400117 - P-ROLL BEN/Personal/Prof Dev	2,749	S	2,062		687	
400121 - P-ROLL BEN/Worker Comp-Clerica	28,561	S	21,420		7,140	
400122 - P-ROLL BEN/Worker Comp-Prof	28,220	S	21,165		7,055	
400127 - P-ROLL BEN/OPEB	23,361	S	17,521		5,840	
400149 - P-ROLL BEN/PERS-Misc	76,770	S	57,578		19,193	
400151 - P-ROLL BEN/PERS-Misc (UAL)	161,899	S	121,424		40,475	
400199 - EMPLOYE BNFTS/Gmt/Prj Exp(CON)	(27,942)	S	(20,956)	\$	(6,985)	
Subtotal Personnel Cost	\$ 956,087		\$ 717,066	\$	239,022	
Operating Services & Supplies						
400215 - PROF SVCS/Audit Svcs.	\$ 280,865	S	\$ 210,649	\$	70,216	
400229 - PROF SVCS/(CON)AUDIT SVCS	(24,070)	S	(18,053)		(6,018)	
400592 - COST POOL/(CON)-Admin Charges	(240,071)	S	(180,054)		(60,018)	
Subtotal Operating Cost	\$ 16,724		\$ 12,543	\$	4,181	
Disallowed Expenses						
400592 - COST POOL/(CON)-Admin Charges	240,071	[1]	180,054		60,018	
Subtotal Disallowed Costs	\$ 240,071		\$ 180,054	\$	60,018	
DEPARTMENTAL EXPENDITURES	\$ 1,212,882		\$ 909,662	\$	303,221	
Reallocation of Incoming Costs						
First Allocation	\$ 17,866		\$ 923,061	\$	307,687	
Unallocated Costs	\$ -		\$ -	\$	-	
Subtotal of First Allocation	\$ 17,866		\$ 923,061	\$	307,687	
Second Allocation	\$ 182,958		\$ 137,219	\$	45,740	
Unallocated Costs	\$ -		\$ -	\$	-	
Subtotal of Second Allocation	\$ 182,958		\$ 137,219	\$	45,740	
TOTAL FUNCTIONAL COSTS	\$ 1,413,707		\$ 1,060,280	\$	353,427	

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-172- Accounting	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 1,212,882		\$ 1,212,882
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	3,383	729	4,113
0001-141- City Clerk	3,291	631	3,921
0001-151- City Attorney	7,480	1,413	8,893
0001-171- Finance Administration	3,712	929	4,641
0001-172- Accounting		4,351	4,351
0001-173- Budget/Operating		2,280	2,280
0001-174- Payroll		2,767	2,767
0001-175- Treasury/Cash Management		57	57
0001-176- Accounts Payable		73	73
0001-177- Rev Collection		72	72
0001-178- Purchasing		-	-
0001-181- Human Resources		15,996	15,996
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		27,346	27,346
0001-261- Information Technology Administration		9,813	9,813
0001-262- Telecommunications		14,114	14,114
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		102,388	102,388
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 17,866	\$ 182,958	\$ 200,824
Total Costs to be Allocated	\$ 1,230,748	\$ 182,958	\$ 1,413,707

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support A	7.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	697,359	0.263%	2,428		2,428		2,428
0001-141- City Clerk	777,896	0.293%	2,709		2,709		2,709
0001-151- City Attorney	1,751,709	0.661%	6,100		6,100		6,100
0001-171- Finance Administration	553,449	0.209%	1,927		1,927		1,927
0001-172- Accounting	1,240,824	0.468%	4,321		4,321		4,321
0001-173- Budget/Operating	476,217	0.180%	1,658		1,658	251	1,910
0001-174- Payroll	345,969	0.131%	1,205		1,205	183	1,387
0001-175- Treasury/Cash Management	569,497	0.215%	1,983		1,983	300	2,284
0001-176- Accounts Payable	247,478	0.093%	862		862	131	992
0001-177- Rev Collection	718,569	0.271%	2,502		2,502	379	2,881
0001-178- Purchasing	374,421	0.141%	1,304		1,304	198	1,501
0001-181- Human Resources	2,005,530	0.757%	6,984		6,984	1,058	8,042
0001-232- Facility Maintenance and Administration	8,153,968	3.076%	28,394		28,394	4,302	32,697
0001-235- Equipment Services/Fleet Services	3,238,310	1.222%	11,277		11,277	1,709	12,985
0001-261- Information Technology Administration	1,655,871	0.625%	5,766		5,766	874	6,640
0001-262- Telecommunications	1,684,630	0.636%	5,866		5,866	889	6,755
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.058%	534		534	81	615
0001-907, 908- Non-Departmental	7,795,660	2.941%	27,146		27,146	4,113	31,260
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.198%	1,824		1,824	276	2,100
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.166%	1,529		1,529	232	1,761
0001-121- POLICE COMMISSION DIV	62,842	0.024%	219		219	33	252
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.001%	12		12	2	14
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.454%	4,189		4,189	635	4,823
0001-191- GF-POLICE ADMIN DIV	55,306,835	20.864%	192,592		192,592	29,183	221,774
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	43		43	7	50
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.069%	633		633	96	728
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.398%	3,676		3,676	557	4,233
0001-196- GF-POLICE/REGULATORY	626,523	0.236%	2,182		2,182	331	2,512
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.389%	12,825		12,825	1,943	14,768
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.125%	1,156		1,156	175	1,331
0001-201- GF-FIRE/ADMIN DIV	581,965	0.220%	2,027		2,027	307	2,334
0001-202- GF-FIRE/SUPRESSN DIV	27,791,828	10.484%	96,778		96,778	14,664	111,442
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.792%	7,311		7,311	1,108	8,419
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.080%	739		739	112	851
0001-205- GF-FIRE/TRAINING DIV	382,158	0.144%	1,331		1,331	202	1,532
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.071%	653		653	99	752
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.452%	4,175		4,175	633	4,808
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.122%	1,123		1,123	170	1,293
0001-231- GF-PW ADMIN-DIV	1,615,853	0.610%	5,627		5,627	853	6,479
0001-233- GF-PRKS&LNDKSKP/PRKS (S-DIV)	4,192,433	1.582%	14,599		14,599	2,212	16,811
0001-234- IT GIS	2,913,668	1.099%	10,146		10,146	1,537	11,683
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.708%	6,534		6,534	990	7,524
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	4		4	1	4

City of Richmond
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0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.210%	11,170		11,170	1,693	12,862
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.128%	1,186		1,186	180	1,366
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.299%	2,760		2,760	418	3,178
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.647%	5,971		5,971	905	6,876
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.362%	3,337		3,337	506	3,843
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.056%	518		518	79	597
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.236%	2,181		2,181	330	2,512
0001-256- RECREATION SVCS/AQUATICS	182,634	0.069%	636		636	96	732
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.135%	1,246		1,246	189	1,435
0001-259- RECREATION SVCS/PLUNGE	170,093	0.064%	592		592	90	682
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.101%	933		933	141	1,075
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.173%	1,598		1,598	242	1,840
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.196%	1,812		1,812	275	2,087
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.226%	2,090		2,090	317	2,407
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.231%	2,135		2,135	324	2,459
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.093%	861		861	130	991
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	2,505,332	0.945%	8,724		8,724	1,322	10,046
1003- TRANSPORTATION OPERATIONS	527,519	0.199%	1,837		1,837	278	2,115
1004- ASSET SEIZURE FUND	38,869	0.015%	135		135	21	156
1005- LIBRARY FUND	239,327	0.090%	833		833	126	960
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.617%	5,696		5,696	863	6,559
1007- EMERGENCY MED SERV	218,705	0.083%	762		762	115	877
1010- N.RICHMOND WASTE	98,933	0.037%	345		345	52	397
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.464%	4,283		4,283	649	4,932
1013- FIRE DEPT HAZMAT GRANT	260,528	0.098%	907		907	137	1,045
1014- EDA GRANT FUND	448,646	0.169%	1,562		1,562	237	1,799
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,057,801	0.399%	3,684		3,684	558	4,242
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.142%	19,776		19,776	2,997	22,772
1018- RENT CONTROL	1,970,289	0.743%	6,861		6,861	1,040	7,901
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.058%	532		532	81	612
1050- CR-PLANNING & BUILDING	6,960,808	2.626%	24,239		24,239	3,673	27,912
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	133,511	0.050%	465		465	70	535
1055- ENCROACHMENTS SVCS	496,910	0.187%	1,730		1,730	262	1,993
1200- COR HOUSING ADMINISTRATION	370,521	0.140%	1,290		1,290	196	1,486
1201- CDBG	34,796	0.013%	121		121	18	140
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	83		83	13	95
1205- EMPLOYMENT & TRAINING	4,251,434	1.604%	14,805		14,805	2,243	17,048
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	52		52	8	60
1208- SUCCESSOR HOUSING AGENCY	129,618	0.049%	451		451	68	520
1209- CAL-HOME	14,174	0.005%	49		49	7	57
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.013%	124		124	19	143
1303- KIDS FIRST INITIATIVE	328,708	0.124%	1,145		1,145	173	1,318
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.408%	3,770		3,770	571	4,342
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-

City of Richmond
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0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	716,192	0.270%	2,494		2,494	378	2,872
2110- IMPACT FEE - PARK	16,777	0.006%	58		58	9	67
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.120%	1,109		1,109	168	1,277
2113- IMPACT FEE - FIRE	74,637	0.028%	260		260	39	299
2114- IMPACT FEE - POLICE	4,795	0.002%	17		17	3	19
2115- IMPACT FEE - COMM/AQUATC	59,927	0.023%	209		209	32	240
2116- IMPACT FEE - PARKS/OPEN	34,743	0.013%	121		121	18	139
2117- IMPACT FEE - LIBRARY	13,210	0.005%	46		46	7	53
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.014%	132		132	20	152
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	53		53	8	62
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.075%	695		695	105	800
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.183%	1,691		1,691	256	1,947
3002- DS - 99A PENSION OBLIG BOND	296,687	0.112%	1,033		1,033	157	1,190
3005- DS - 2007 CIVIC CENTER	4,466,982	1.685%	15,555		15,555	2,357	17,912
4001- PORT OF RICHMOND	5,831,462	2.200%	20,307		20,307	3,077	23,384
4003- WASTEWATER	20,038,389	7.559%	69,778		69,778	10,573	80,352
4005- MARINA	227,391	0.086%	792		792	120	912
4006- STORM WATER	1,713,549	0.646%	5,967		5,967	904	6,871
4008- KCRT - CABLE TELEVIS	757,422	0.286%	2,638		2,638	400	3,037
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.007%	67		67	10	77
4102- RHA-HOPE 6	38,490	0.015%	134		134	20	154
4201- RHA-CAPITAL FUND	261,561	0.099%	911		911	138	1,049
4401- RHA-HACIENDA	356,607	0.135%	1,242		1,242	188	1,430
4404- RHA-NEVIN PLAZA	1,797,674	0.678%	6,260		6,260	949	7,208
4405- RHA-NYSTROM VILLAGE	737,142	0.278%	2,567		2,567	389	2,956
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.094%	870		870	132	1,002
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.080%	740		740	112	852
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.045%	419		419	63	482
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.031%	283		283	43	326
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0		0	0	0
5001- INSURANCE RESERVES	17,431,941	6.576%	60,702		60,702	9,198	69,900
5003- EQUIPMENT SERVICES	1,102,646	0.416%	3,840		3,840	582	4,421
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.821%	7,575		7,575	1,148	8,723
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	8		8	1	9
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	38		38	6	44
6047- CERTBT PLAN FUND	219,584	0.083%	765		765	116	881
6048- OPEB PLAN TRUST	7,123,046	2.687%	24,804		24,804	3,758	28,563
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.080%	738		738	112	849
6050- GENERAL PENSION FUND	401,991	0.152%	1,400		1,400	212	1,612
6051- POLICE & FIRE PENSION	1,485,241	0.560%	5,172		5,172	784	5,956
6052- GARFIELD PENSION FUND	50,048	0.019%	174		174	26	201
6058- MARINA WESTSHORE DEB	66,784	0.025%	233		233	35	268
6059- COUNTRY CLUB VISTA	174,720	0.066%	608		608	92	701
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-		-	-	-
6102- SA- ADMINISTRATION	208,383	0.079%	726		726	110	836
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.199%	1,835		1,835	278	2,113

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-		-	-	-
6300- SA-DS HARBOR 98 TAR B	5,077	0.002%	18		18	3	20
6304- SA-DS 2003B TAR B	405,325	0.153%	1,411		1,411	214	1,625
6305- SA-DS 2004A TAR B 2/3	327,948	0.124%	1,142		1,142	173	1,315
6306- SA-DS 2004A TAR B -1/3 HSING	164,564	0.062%	573		573	87	660
6307- SA-DS 2004B TAR B - HOUSING	37,387	0.014%	130		130	20	150
6308- SA-DS 2007/10A TAR B	677,753	0.256%	2,360		2,360	358	2,718
6309- SA-DS 2007/10B TAR B - HOUSING	2,672	0.001%	9		9	1	11
6401- SA-DS 2014A NON-TAXABLE BONDS	572,917	0.216%	1,995		1,995	302	2,297
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-		-	-	-
6403- SA-DS LOANS PAYABLE	585,656	0.221%	2,039		2,039	309	2,348
6404- SA-DS 2021A NON-TAXABLE BONDS is new	595,188	0.225%	2,073		2,073	314	2,387
6405- SA-DS 2021B TAXABLE BONDS is new	108,451	0.041%	378		378	57	435
6996- SUCCESSOR AGENCY - GLTDAG	394,410	0.149%	1,373		1,373	208	1,582
9102- CITY OF RICHMOND - GFAAG	10,428,862	3.934%	36,316		36,316	5,503	41,819
AO- ALL OTHER	-	0.000%	-		-	-	-
Total	265,076,821	100.000%	\$ 923,061	\$ -	\$ 923,061	\$ 137,219	\$ 1,060,280

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support B	7.2						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	112,454	0.349%	1,074		1,074		1,074
0001-141- City Clerk	235,055	0.730%	2,245		2,245		2,245
0001-151- City Attorney	105,086	0.326%	1,004		1,004		1,004
0001-171- Finance Administration	31,813	0.099%	304		304		304
0001-172- Accounting	3,145	0.010%	30		30		30
0001-173- Budget/Operating	62,638	0.194%	598		598	90	689
0001-174- Payroll	-	0.000%	-		-	-	-
0001-175- Treasury/Cash Management	31,004	0.096%	296		296	45	341
0001-176- Accounts Payable	-	0.000%	-		-	-	-
0001-177- Rev Collection	214,808	0.667%	2,052		2,052	310	2,362
0001-178- Purchasing	-	0.000%	-		-	-	-
0001-181- Human Resources	447,720	1.390%	4,277		4,277	646	4,923
0001-232- Facility Maintenance and Administration	1,228,687	3.815%	11,738		11,738	1,772	13,509
0001-235- Equipment Services/Fleet Services	700,541	2.175%	6,692		6,692	1,010	7,702
0001-261- Information Technology Administration	873,193	2.711%	8,342		8,342	1,259	9,601
0001-262- Telecommunications	1,176,070	3.651%	11,235		11,235	1,696	12,931
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	87,753	0.272%	838		838	127	965
0001-907, 908- Non-Departmental	1,208,995	3.754%	11,550		11,550	1,743	13,293
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	1,482	0.005%	14		14	2	16
0001-105- COUNCIL/CITY COUNCIL DIV	9,139	0.028%	87		87	13	100
0001-121- POLICE COMMISSION DIV	66	0.000%	1		1	0	1
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	62,697	0.195%	599		599	90	689
0001-191- GF-POLICE ADMIN DIV	3,354,699	10.416%	32,048		32,048	4,837	36,885
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	1,337	0.004%	13		13	2	15
0001-197- CAD DISPATCH SYST/COMM POL DIV	25,392	0.079%	243		243	37	279
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	6,500	0.020%	62		62	9	71
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	43,978	0.137%	420		420	63	484
0001-204- GF-FIRE/ SUPPORT DIV	76,583	0.238%	732		732	110	842
0001-205- GF-FIRE/TRAINING DIV	416	0.001%	4		4	1	5
0001-206- GF-FIRE/OF. OF EMS DIV	800	0.002%	8		8	1	9
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	75,047	0.233%	717		717	108	825
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	174,387	0.541%	1,666		1,666	251	1,917
0001-231- GF-PW ADMIN-DIV	482,746	1.499%	4,612		4,612	696	5,308
0001-233- GF-PRKS&LNDKSKP/PRKS (S-DIV)	314,787	0.977%	3,007		3,007	454	3,461
0001-234- IT GIS	24,954	0.077%	238		238	36	274
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	25,952	0.081%	248		248	37	285
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	2,118	0.007%	20		20	3	23
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	24,811	0.077%	237		237	36	273

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	47,047	0.146%	449		449	68	517
0001-242- GF-LS/REF SVCS(S-DIV)	215,112	0.668%	2,055		2,055	310	2,365
0001-243- GF-LIB&CL SVCS/LEAP DIV	6,608	0.021%	63		63	10	73
0001-244- GF-LIB&CL SVC/P-ART DIV	22,994	0.071%	220		220	33	253
0001-251- GF-RECREATION ADM DIV	23,878	0.074%	228		228	34	263
0001-253- CM&NB/BOOKER T CTR (S-DIV)	11,453	0.036%	109		109	17	126
0001-255- GF-CM TRANSPORTATN OPERATIONS	1,243	0.004%	12		12	2	14
0001-254- GF-REC/SPCL EVENTS (S-DIV)	187	0.001%	2		2	0	2
0001-256- RECREATION SVCS/AQUATICS	2,454	0.008%	23		23	4	27
0001-257- RECREATION SVCS/CONVENTION CTR	2,738	0.008%	26		26	4	30
0001-259- RECREATION SVCS/PLUNGE	1,527	0.005%	15		15	2	17
0001-260- RECREATION SVCS/CITIES OF SRVC	30,838	0.096%	295		295	44	339
0001-291- GF-ADMINISTRATIVE SERVICES	23,166	0.072%	221		221	33	255
0001-292- GF-STREET SWEEPING	1,884	0.006%	18		18	3	21
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	17,614	0.055%	168		168	25	194
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	126,910	0.394%	1,212		1,212	183	1,395
0001-364- GF-ECON DEV/PUBLIC ART DIV	24,148	0.075%	231		231	35	266
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	68,527	0.213%	655		655	99	753
0001-371- INTERNAL SERVICES-ADMIN	26,699	0.083%	255		255	38	294
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	1,358,550	4.218%	12,978		12,978	1,959	14,937
1003- TRANSPORTATION OPERATIONS	44,339	0.138%	424		424	64	488
1004- ASSET SEIZURE FUND	37,811	0.117%	361		361	55	416
1005- LIBRARY FUND	28,742	0.089%	275		275	41	316
1006- OUTSIDE FUNDED SVCS - GRANTS	326,953	1.015%	3,123		3,123	471	3,595
1007- EMERGENCY MED SERV	53,928	0.167%	515		515	78	593
1010- N.RICHMOND WASTE	660	0.002%	6		6	1	7
1012- HILLTOP LANDSCAPE MAINT DIST	111,023	0.345%	1,061		1,061	160	1,221
1013- FIRE DEPT HAZMAT GRANT	19,840	0.062%	190		190	29	218
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	46,688	0.145%	446		446	67	513
1017- CHEVRON MODERNIZATN PROJ & CIA	785,388	2.438%	7,503		7,503	1,132	8,635
1018- RENT CONTROL	28,345	0.088%	271		271	41	312
1019- SBI RMRA CAP IMPROVEMENT	89,741	0.279%	857		857	129	987
1050- CR-PLANNING & BUILDING	4,338,861	13.471%	41,449		41,449	6,256	47,706
1051- CR-ENGINEERING	101,265	0.314%	967		967	146	1,113
1053- CODE ENFORCEMENT-CR	5,043	0.016%	48		48	7	55
1054- ENGINEERING GRANTS	216,561	0.672%	2,069		2,069	312	2,381
1055- ENCROACHMENTS SVCS	17,613	0.055%	168		168	25	194
1200- COR HOUSING ADMINISTRATION	34,702	0.108%	332		332	50	382
1201- CDBG	51,254	0.159%	490		490	74	564
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	331,312	1.029%	3,165		3,165	478	3,643
1207- NEIGHBORHOOD STAB(CITY)	13,455	0.042%	129		129	19	148
1208- SUCCESSOR HOUSING AGENCY	6,213	0.019%	59		59	9	68
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	151,882	0.472%	1,451		1,451	219	1,670
1304- EMERGENCY OPE & DISASTR RECVRY	457,232	1.420%	4,368		4,368	659	5,027
2001- GENERAL CAPITAL FUND	684,607	2.126%	6,540		6,540	987	7,527

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	1,080,867	3.356%	10,326		10,326	1,559	11,884
2110- IMPACT FEE - PARK	15,000	0.047%	143		143	22	165
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	84,645	0.263%	809		809	122	931
2113- IMPACT FEE - FIRE	35,977	0.112%	344		344	52	396
2114- IMPACT FEE - POLICE	-	0.000%	-		-	-	-
2115- IMPACT FEE - COMM/AQUATC	245,653	0.763%	2,347		2,347	354	2,701
2116- IMPACT FEE - PARKS/OPEN	48,359	0.150%	462		462	70	532
2117- IMPACT FEE - LIBRARY	-	0.000%	-		-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-		-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-		-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	203,124	0.631%	1,940		1,940	293	2,233
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-		-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-		-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-		-	-	-
4001- PORT OF RICHMOND	502,969	1.562%	4,805		4,805	725	5,530
4003- WASTEWATER	1,433,083	4.449%	13,690		13,690	2,066	15,757
4005- MARINA	-	0.000%	-		-	-	-
4006- STORM WATER	377,796	1.173%	3,609		3,609	545	4,154
4008- KCRT - CABLE TELEVIS	2,418	0.008%	23		23	3	27
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-		-	-	-
4102- RHA-HOPE 6	-	0.000%	-		-	-	-
4201- RHA-CAPITAL FUND	99,426	0.309%	950		950	143	1,093
4401- RHA-HACIENDA	-	0.000%	-		-	-	-
4404- RHA-NEVIN PLAZA	624	0.002%	6		6	1	7
4405- RHA-NYSTROM VILLAGE	-	0.000%	-		-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-		-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-		-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-		-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	15,767	0.049%	151		151	23	173
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-		-	-	-
5001- INSURANCE RESERVES	2,381,121	7.393%	22,747		22,747	3,433	26,180
5003- EQUIPMENT SERVICES	2,180,511	6.770%	20,831		20,831	3,144	23,975
5005- CAD DISPATCH SYSTEM	1,200	0.004%	11		11	2	13
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-		-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	115	0.000%	1		1	0	1
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	5,829	0.018%	56		56	8	64
6047- CERTBT PLAN FUND	-	0.000%	-		-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-		-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-		-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-		-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-		-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-		-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-		-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-		-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-		-	-	-
6102- SA- ADMINISTRATION	50,949	0.158%	487		487	73	560
6103- SA - CAPITAL PROJECT FUNDS	703,253	2.183%	6,718		6,718	1,014	7,732

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-172- Accounting

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	1,515,598	4.706%	14,479	-	14,479	2,185	16,664
Total	32,208,170	100.000%	\$ 307,687	\$ -	\$ 307,687	\$ 45,740	\$ 353,427

Allocation Basis:

FY 20-21 Total Revenues Received per Fund/Department

Source of Allocation:

ap017 - check register extract 7.01.21-6.30.21.xls

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-172- Accounting			
	System-wide Support A	System-wide Support B	Total
ALLOCABLE BUDGET UNITS			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	2,428	1,074	3,503
0001-141- City Clerk	2,709	2,245	4,954
0001-151- City Attorney	6,100	1,004	7,104
0001-171- Finance Administration	1,927	304	2,231
0001-172- Accounting	4,321	30	4,351
0001-173- Budget/Operating	1,910	689	2,598
0001-174- Payroll	1,387	-	1,387
0001-175- Treasury/Cash Management	2,284	341	2,625
0001-176- Accounts Payable	992	-	992
0001-177- Rev Collection	2,881	2,362	5,243
0001-178- Purchasing	1,501	-	1,501
0001-181- Human Resources	8,042	4,923	12,965
0001-232- Facility Maintenance and Administration	32,697	13,509	46,206
0001-235- Equipment Services/Fleet Services	12,985	7,702	20,688
0001-261- Information Technology Administration	6,640	9,601	16,241
0001-262- Telecommunications	6,755	12,931	19,686
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	615	965	1,580
0001-907, 908- Non-Departmental	31,260	13,293	44,553
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
RECEIVING BUDGET UNITS			
0001-101- OFFICE OF THE MAYOR	2,100	16	2,116
0001-105- COUNCIL/CITY COUNCIL DIV	1,761	100	1,861
0001-121- POLICE COMMISSION DIV	252	1	253
0001-132- CM-SPCIAL PROJES/ENVIRONMENTAL	14	-	14
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	4,823	689	5,513
0001-191- GF-POLICE ADMIN DIV	221,774	36,885	258,659
0001-192- GF-POLICE-PATROL/CIB	50	-	50
0001-193- GF-POLICE/CRIME PREVENTION	728	-	728
0001-194- GF-POLICE-COPS GRANT	4,233	-	4,233
0001-196- GF-POLICE/REGULATORY	2,512	15	2,527
0001-197- CAD DISPATCH SYST/COMM POL DIV	14,768	279	15,047
0001-199- GF-PARKING ENFORCEMENT DIV	1,331	-	1,331
0001-201- GF-FIRE/ADMIN DIV	2,334	71	2,405
0001-202- GF-FIRE/SUPPRESSN DIV	111,442	-	111,442
0001-203- GF-FIRE PREVENTION DIV	8,419	484	8,902
0001-204- GF-FIRE/ SUPPORT DIV	851	842	1,693
0001-205- GF-FIRE/TRAINING DIV	1,532	5	1,537
0001-206- GF-FIRE/OF. OF EMS DIV	752	9	761
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	4,808	825	5,633
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	1,293	1,917	3,211
0001-231- GF-PW ADMIN-DIV	6,479	5,308	11,787
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	16,811	3,461	20,272
0001-234- IT GIS	11,683	274	11,958

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-172- Accounting			
	System-wide Support A	System-wide Support B	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	7,524	285	7,810
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	23	23
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	4	273	277
0001-241- GF-LIB&CL SVC/L-ADM DIV	12,862	517	13,380
0001-242- GF-LS/REF SVCS(S-DIV)	1,366	2,365	3,731
0001-243- GF-LIB&CL SVCS/LEAP DIV	3,178	73	3,250
0001-244- GF-LIB&CL SVC/P-ART DIV	-	253	253
0001-251- GF-RECREATION ADM DIV	6,876	263	7,139
0001-253- CM&NB/BOOKER T CTR (S-DIV)	3,843	126	3,969
0001-255- GF-CM TRANSPORTATN OPERATIONS	597	14	611
0001-254- GF-REC/SPCL EVENTS (S-DIV)	2,512	2	2,514
0001-256- RECREATION SVCS/AQUATICS	732	27	759
0001-257- RECREATION SVCS/CONVENTION CTR	1,435	30	1,465
0001-259- RECREATION SVCS/PLUNGE	682	17	699
0001-260- RECREATION SVCS/CITIES OF SRVC	1,075	339	1,414
0001-291- GF-ADMINISTRATIVE SERVICES	-	255	255
0001-292- GF-STREET SWEEPING	-	21	21
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,840	194	2,033
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	2,087	1,395	3,482
0001-364- GF-ECON DEV/PUBLIC ART DIV	2,407	266	2,673
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2,459	753	3,212
0001-371- INTERNAL SERVICES-ADMIN	991	294	1,285
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-
1002- STATE GAS TAX	10,046	14,937	24,983
1003- TRANSPORTATION OPERATIONS	2,115	488	2,603
1004- ASSET SEIZURE FUND	156	416	572
1005- LIBRARY FUND	960	316	1,276
1006- OUTSIDE FUNDED SVCS - GRANTS	6,559	3,595	10,154
1007- EMERGENCY MED SERV	877	593	1,470
1010- N.RICHMOND WASTE	397	7	404
1012- HILLTOP LANDSCAPE MAINT DIST	4,932	1,221	6,153
1013- FIRE DEPT HAZMAT GRANT	1,045	218	1,263
1014- EDA GRANT FUND	1,799	-	1,799
1015- MARINA BAY LNDSCP&LIGHTDIST FD	4,242	513	4,755
1017- CHEVRON MODERNIZATN PROJ & CIA	22,772	8,635	31,407
1018- RENT CONTROL	7,901	312	8,212
1019- SBI RMRA CAP IMPROVEMENT	612	987	1,599
1050- CR-PLANNING & BUILDING	27,912	47,706	75,618
1051- CR-ENGINEERING	-	1,113	1,113
1053- CODE ENFORCEMENT-CR	-	55	55
1054- ENGINEERING GRANTS	535	2,381	2,916
1055- ENCROACHMENTS SVCS	1,993	194	2,186
1200- COR HOUSING ADMINISTRATION	1,486	382	1,867
1201- CDBG	140	564	703
1203- NEIGHBORHOOD STABILIZATION	95	-	95
1205- EMPLOYMENT & TRAINING	17,048	3,643	20,691
1207- NEIGHBORHOOD STAB(CITY)	60	148	208
1208- SUCCESSOR HOUSING AGENCY	520	68	588
1209- CAL-HOME	57	-	57

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ALLOCATION SUMMARY

0001-172- Accounting			
	System-wide Support A	System-wide Support B	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	143	-	143
1303- KIDS FIRST INITIATIVE	1,318	1,670	2,988
1304- EMERGENCY OPE & DISASTR RECVRY	4,342	5,027	9,369
2001- GENERAL CAPITAL FUND	-	7,527	7,527
2002- MEASURE J	2,872	11,884	14,756
2110- IMPACT FEE - PARK	67	165	232
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	1,277	931	2,207
2113- IMPACT FEE - FIRE	299	396	695
2114- IMPACT FEE - POLICE	19	-	19
2115- IMPACT FEE - COMM/AQUATC	240	2,701	2,941
2116- IMPACT FEE - PARKS/OPEN	139	532	671
2117- IMPACT FEE - LIBRARY	53	-	53
2119- IMPACT FEE - STORM DRAINAGE	152	-	152
2120- IMPACT FEE - WASTEWATER	62	-	62
2125- IRON TRIANGLE/EPA PROGRAMS	800	2,233	3,033
2126- COR-HOUSING DEPT CIP FUND	-	-	-
3001- DS - 2005 TAXABLE POB	1,947	-	1,947
3002- DS - 99A PENSION OBLIG BOND	1,190	-	1,190
3005- DS - 2007 CIVIC CENTER	17,912	-	17,912
4001- PORT OF RICHMOND	23,384	5,530	28,914
4003- WASTEWATER	80,352	15,757	96,109
4005- MARINA	912	-	912
4006- STORM WATER	6,871	4,154	11,025
4008- KCRT - CABLE TELEVIS	3,037	27	3,064
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	77	-	77
4102- RHA-HOPE 6	154	-	154
4201- RHA-CAPITAL FUND	1,049	1,093	2,142
4401- RHA-HACIENDA	1,430	-	1,430
4404- RHA-NEVIN PLAZA	7,208	7	7,215
4405- RHA-NYSTROM VILLAGE	2,956	-	2,956
4406- RHA-RICHMOND VILLAGE ONE	1,002	-	1,002
4407- RHA-RICHMOND VILLAGE TWO	852	-	852
4408- RHA-RICHMOND VILLAGE THREE	482	-	482
4501- RHA-CENTRAL OFFICE COST CNTR	326	173	499
4502- RHA-HOUSING (RAD) CORPORATION	0	-	0
5001- INSURANCE RESERVES	69,900	26,180	96,081
5003- EQUIPMENT SERVICES	4,421	23,975	28,396
5005- CAD DISPATCH SYSTEM	-	13	13
5006- RMS RECORDS SERVICES	-	-	-
5008- COMPENSATED ABSENCES	8,723	-	8,723
6001- GENERAL TRUST & AGENCY	-	-	-
6004- COMMISSION ON AGING	9	1	10
6005- SEAVER GALLERY TRUST FUND	-	-	-
6007- SENIOR TRUST DEPOSIT	44	64	108
6047- CERTBT PLAN FUND	881	-	881
6048- OPEB PLAN TRUST	28,563	-	28,563
6049- PT MOLATE PRIVATE-PURPOSE TRST	849	-	849
6050- GENERAL PENSION FUND	1,612	-	1,612
6051- POLICE & FIRE PENSION	5,956	-	5,956
6052- GARFIELD PENSION FUND	201	-	201

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-172- Accounting			
	System-wide Support A	System-wide Support B	Total
6058- MARINA WESTSHORE DEB	268	-	268
6059- COUNTRY CLUB VISTA	701	-	701
6060- REASSESSMENT DISTRICT 2003-1	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-
6102- SA- ADMINISTRATION	836	560	1,396
6103- SA - CAPITAL PROJECT FUNDS	2,113	7,732	9,846
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	-	-
6300- SA-DS HARBOR 98 TAR B	20	-	20
6304- SA-DS 2003B TAR B	1,625	-	1,625
6305- SA-DS 2004A TAR B 2/3	1,315	-	1,315
6306- SA-DS 2004A TAR B -1/3 HSING	660	-	660
6307- SA-DS 2004B TAR B - HOUSING	150	-	150
6308- SA-DS 2007/10A TAR B	2,718	-	2,718
6309- SA-DS 2007/10B TAR B - HOUSING	11	-	11
6401- SA-DS 2014A NON-TAXABLE BONDS	2,297	-	2,297
6402- SA-DS 2014B TAXABLE BONDS	-	-	-
6403- SA-DS LOANS PAYABLE	2,348	-	2,348
6404- SA-DS 2021A NON-TAXABLE BONDS is new	2,387	-	2,387
6405- SA-DS 2021B TAXABLE BONDS is new	435	-	435
6996- SUCCESSOR AGENCY - GLTDAG	1,582	-	1,582
9102- CITY OF RICHMOND - GFAAG	41,819	-	41,819
AO- ALL OTHER	-	16,664	16,664
Total	\$ 1,060,280	\$ 353,427	\$ 1,413,707

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-173- Budget/Operating

Expense Type	Distribution Percentage	100.00%
\$	Spread Method	Citywide Budget Services
Personnel		
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 225,324 S	\$ 225,324
400006 - SALARIES & WAGES/PT- Temp	18,723 S	18,723
400103 - P-ROLL BEN/Medicare Tax-ER Shr	3,565 S	3,565
400105 - P-ROLL BEN/Health Insurance Be	43,391 S	43,391
400106 - P-ROLL BEN/Dental Insurance	4,535 S	4,535
400109 - P-ROLL BEN/Employee Assistance	109 S	109
400110 - P-ROLL BEN/Professional Dev-Mg	956 S	956
400111 - P-ROLL BEN/Vision	530 S	530
400112 - P-ROLL BEN/Life Insurance	876 S	876
400114 - P-ROLL BEN/Long Term Disabilit	2,548 S	2,548
400116 - P-ROLL BEN/Unemployment Ins	1,176 S	1,176
400122 - P-ROLL BEN/Worker Comp-Prof	21,274 S	21,274
400127 - P-ROLL BEN/OPEB	9,119 S	9,119
400149 - P-ROLL BEN/PERS-Misc	29,840 S	29,840
400151 - P-ROLL BEN/PERS-Misc (UAL)	63,078 S	63,078
Subtotal Personnel Cost	\$ 425,042	\$ 425,042
Operating Services & Supplies		
400201 - PROF SVCS/Professional Svcs	\$ 18,486 S	\$ 18,486
400209 - PROF SVCS/Computer Sftwr Maint	31,298 S	31,298
400232 - OFF EXP/Printing & Binding	155 S	155
400246 - TRAVEL & TRNG/Registration Fee	1,036 S	1,036
400261 - DUES & PUB/Membership & Dues	200 S	200
400592 - COST POOL/(CON)-Admin Charges	(104,498) S	(104,498)
Subtotal Operating Cost	\$ (53,324)	\$ (53,324)
Disallowed Expenses		
400592 - COST POOL/(CON)-Admin Charges	104,498 [1]	104,498
Subtotal Disallowed Costs	\$ 104,498	\$ 104,498
DEPARTMENTAL EXPENDITURES	\$ 476,217	\$ 476,217
Reallocation of Incoming Costs		
First Allocation	\$ 10,774	\$ 486,990
Unallocated Costs	\$ -	\$ -
Subtotal of First Allocation	\$ 10,774	\$ 486,990
Second Allocation	\$ 97,272	\$ 97,272
Unallocated Costs	\$ -	\$ -
Subtotal of Second Allocation	\$ 97,272	\$ 97,272
TOTAL FUNCTIONAL COSTS	\$ 584,262	\$ 1,060,478

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-173- Budget/Operating	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 476,217		\$ 476,217
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	1,688	364	2,052
0001-141- City Clerk	1,656	317	1,973
0001-151- City Attorney	3,748	709	4,457
0001-171- Finance Administration	1,425	357	1,781
0001-172- Accounting	2,257	342	2,598
0001-173- Budget/Operating		875	875
0001-174- Payroll		1,581	1,581
0001-175- Treasury/Cash Management		1,131	1,131
0001-176- Accounts Payable		81	81
0001-177- Rev Collection		1,443	1,443
0001-178- Purchasing		-	-
0001-181- Human Resources		8,204	8,204
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		15,627	15,627
0001-261- Information Technology Administration		6,133	6,133
0001-262- Telecommunications		8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		1,731	1,731
0001-907, 908- Non-Departmental		50,312	50,312
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 10,774	\$ 97,272	\$ 108,045
Total Costs to be Allocated	\$ 486,990	\$ 97,272	\$ 584,262

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-173- Budget/Operating

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Budget Services	8.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	697,359	0.263%	1,281		1,281		1,281
0001-141- City Clerk	777,896	0.293%	1,429		1,429		1,429
0001-151- City Attorney	1,751,709	0.661%	3,218		3,218		3,218
0001-171- Finance Administration	553,449	0.209%	1,017		1,017		1,017
0001-172- Accounting	1,240,824	0.468%	2,280		2,280		2,280
0001-173- Budget/Operating	476,217	0.180%	875		875		875
0001-174- Payroll	345,969	0.131%	636		636	130	765
0001-175- Treasury/Cash Management	569,497	0.215%	1,046		1,046	213	1,260
0001-176- Accounts Payable	247,478	0.093%	455		455	93	547
0001-177- Rev Collection	718,569	0.271%	1,320		1,320	269	1,589
0001-178- Purchasing	374,421	0.141%	688		688	140	828
0001-181- Human Resources	2,005,530	0.757%	3,684		3,684	752	4,436
0001-232- Facility Maintenance and Administration	8,153,968	3.076%	14,980		14,980	3,056	18,036
0001-235- Equipment Services/Fleet Services	3,238,310	1.222%	5,949		5,949	1,213	7,163
0001-261- Information Technology Administration	1,655,871	0.625%	3,042		3,042	621	3,663
0001-262- Telecommunications	1,684,630	0.636%	3,095		3,095	631	3,726
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.058%	282		282	58	340
0001-907, 908- Non-Departmental	7,795,660	2.941%	14,322		14,322	2,921	17,243
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.198%	962		962	196	1,158
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.166%	807		807	165	971
0001-121- POLICE COMMISSION DIV	62,842	0.024%	115		115	24	139
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.001%	7		7	1	8
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.454%	2,210		2,210	451	2,661
0001-191- GF-POLICE ADMIN DIV	55,306,835	20.864%	101,608		101,608	20,725	122,333
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	23		23	5	27
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.069%	334		334	68	402
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.398%	1,940		1,940	396	2,335
0001-196- GF-POLICE/REGULATORY	626,523	0.236%	1,151		1,151	235	1,386
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.389%	6,766		6,766	1,380	8,146
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.125%	610		610	124	734
0001-201- GF-FIRE/ADMIN DIV	581,965	0.220%	1,069		1,069	218	1,287
0001-202- GF-FIRE/SUPRESSN DIV	27,791,828	10.484%	51,058		51,058	10,414	61,473
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.792%	3,857		3,857	787	4,644
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.080%	390		390	80	469
0001-205- GF-FIRE/TRAINING DIV	382,158	0.144%	702		702	143	845
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.071%	345		345	70	415
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.452%	2,203		2,203	449	2,652
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.122%	593		593	121	713
0001-231- GF-PW ADMIN-DIV	1,615,853	0.610%	2,969		2,969	606	3,574
0001-233- GF-PRKS&LND SKP/PRKS (S-DIV)	4,192,433	1.582%	7,702		7,702	1,571	9,273
0001-234- IT GIS	2,913,668	1.099%	5,353		5,353	1,092	6,445
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.708%	3,447		3,447	703	4,151
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	2		2	0	2

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-173- Budget/Operating

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.210%	5,893		5,893	1,202	7,095
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.128%	626		626	128	753
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.299%	1,456		1,456	297	1,753
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.647%	3,150		3,150	643	3,793
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.362%	1,761		1,761	359	2,120
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.056%	274		274	56	329
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.236%	1,151		1,151	235	1,385
0001-256- RECREATION SVCS/AQUATICS	182,634	0.069%	336		336	68	404
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.135%	658		658	134	792
0001-259- RECREATION SVCS/PLUNGE	170,093	0.064%	312		312	64	376
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.101%	492		492	100	593
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.173%	843		843	172	1,015
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.196%	956		956	195	1,151
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.226%	1,103		1,103	225	1,328
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.231%	1,126		1,126	230	1,356
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.093%	454		454	93	547
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	2,505,332	0.945%	4,603		4,603	939	5,542
1003- TRANSPORTATION OPERATIONS	527,519	0.199%	969		969	198	1,167
1004- ASSET SEIZURE FUND	38,869	0.015%	71		71	15	86
1005- LIBRARY FUND	239,327	0.090%	440		440	90	529
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.617%	3,005		3,005	613	3,618
1007- EMERGENCY MED SERV	218,705	0.083%	402		402	82	484
1010- N.RICHMOND WASTE	98,933	0.037%	182		182	37	219
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.464%	2,260		2,260	461	2,720
1013- FIRE DEPT HAZMAT GRANT	260,528	0.098%	479		479	98	576
1014- EDA GRANT FUND	448,646	0.169%	824		824	168	992
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,057,801	0.399%	1,943		1,943	396	2,340
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.142%	10,433		10,433	2,128	12,561
1018- RENT CONTROL	1,970,289	0.743%	3,620		3,620	738	4,358
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.058%	281		281	57	338
1050- CR-PLANNING & BUILDING	6,960,808	2.626%	12,788		12,788	2,608	15,397
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	133,511	0.050%	245		245	50	295
1055- ENCROACHMENTS SVCS	496,910	0.187%	913		913	186	1,099
1200- COR HOUSING ADMINISTRATION	370,521	0.140%	681		681	139	820
1201- CDBG	34,796	0.013%	64		64	13	77
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	44		44	9	52
1205- EMPLOYMENT & TRAINING	4,251,434	1.604%	7,811		7,811	1,593	9,404
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	28		28	6	33
1208- SUCCESSOR HOUSING AGENCY	129,618	0.049%	238		238	49	287
1209- CAL-HOME	14,174	0.005%	26		26	5	31
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.013%	65		65	13	79
1303- KIDS FIRST INITIATIVE	328,708	0.124%	604		604	123	727
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.408%	1,989		1,989	406	2,395
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-173- Budget/Operating

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	716,192	0.270%	1,316		1,316	268	1,584
2110- IMPACT FEE - PARK	16,777	0.006%	31		31	6	37
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.120%	585		585	119	704
2113- IMPACT FEE - FIRE	74,637	0.028%	137		137	28	165
2114- IMPACT FEE - POLICE	4,795	0.002%	9		9	2	11
2115- IMPACT FEE - COMM/AQUATC	59,927	0.023%	110		110	22	133
2116- IMPACT FEE - PARKS/OPEN	34,743	0.013%	64		64	13	77
2117- IMPACT FEE - LIBRARY	13,210	0.005%	24		24	5	29
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.014%	70		70	14	84
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	28		28	6	34
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.075%	366		366	75	441
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.183%	892		892	182	1,074
3002- DS - 99A PENSION OBLIG BOND	296,687	0.112%	545		545	111	656
3005- DS - 2007 CIVIC CENTER	4,466,982	1.685%	8,207		8,207	1,674	9,880
4001- PORT OF RICHMOND	5,831,462	2.200%	10,713		10,713	2,185	12,899
4003- WASTEWATER	20,038,389	7.559%	36,814		36,814	7,509	44,323
4005- MARINA	227,391	0.086%	418		418	85	503
4006- STORM WATER	1,713,549	0.646%	3,148		3,148	642	3,790
4008- KCRT - CABLE TELEVIS	757,422	0.286%	1,392		1,392	284	1,675
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.007%	35		35	7	42
4102- RHA-HOPE 6	38,490	0.015%	71		71	14	85
4201- RHA-CAPITAL FUND	261,561	0.099%	481		481	98	579
4401- RHA-HACIENDA	356,607	0.135%	655		655	134	789
4404- RHA-NEVIN PLAZA	1,797,674	0.678%	3,303		3,303	674	3,976
4405- RHA-NYSTROM VILLAGE	737,142	0.278%	1,354		1,354	276	1,630
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.094%	459		459	94	553
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.080%	390		390	80	470
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.045%	221		221	45	266
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.031%	149		149	30	180
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0		0	0	0
5001- INSURANCE RESERVES	17,431,941	6.576%	32,025		32,025	6,532	38,558
5003- EQUIPMENT SERVICES	1,102,646	0.416%	2,026		2,026	413	2,439
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.821%	3,996		3,996	815	4,812
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	4		4	1	5
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	20		20	4	24
6047- CERTBT PLAN FUND	219,584	0.083%	403		403	82	486
6048- OPEB PLAN TRUST	7,123,046	2.687%	13,086		13,086	2,669	15,755
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.080%	389		389	79	469
6050- GENERAL PENSION FUND	401,991	0.152%	739		739	151	889
6051- POLICE & FIRE PENSION	1,485,241	0.560%	2,729		2,729	557	3,285
6052- GARFIELD PENSION FUND	50,048	0.019%	92		92	19	111
6058- MARINA WESTSHORE DEB	66,784	0.025%	123		123	25	148
6059- COUNTRY CLUB VISTA	174,720	0.066%	321		321	65	386
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-		-	-	-
6102- SA- ADMINISTRATION	208,383	0.079%	383		383	78	461
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.199%	968		968	198	1,166

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-173- Budget/Operating

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TARB BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TARB	5,077	0.002%	9	-	9	2	11
6304- SA-DS 2003B TARB	405,325	0.153%	745	-	745	152	897
6305- SA-DS 2004A TARB 2/3	327,948	0.124%	602	-	602	123	725
6306- SA-DS 2004A TARB -1/3 HSING	164,564	0.062%	302	-	302	62	364
6307- SA-DS 2004B TARB - HOUSING	37,387	0.014%	69	-	69	14	83
6308- SA-DS 2007/10A TARB	677,753	0.256%	1,245	-	1,245	254	1,499
6309- SA-DS 2007/10B TARB - HOUSING	2,672	0.001%	5	-	5	1	6
6401- SA-DS 2014A NON-TAXABLE BONDS	572,917	0.216%	1,053	-	1,053	215	1,267
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	585,656	0.221%	1,076	-	1,076	219	1,295
6404- SA-DS 2021A NON-TAXABLE BONDS is new	595,188	0.225%	1,093	-	1,093	223	1,316
6405- SA-DS 2021B TAXABLE BONDS is new	108,451	0.041%	199	-	199	41	240
6996- SUCCESSOR AGENCY - GLTDAG	394,410	0.149%	725	-	725	148	872
9102- CITY OF RICHMOND - GFAAG	10,428,862	3.934%	19,160	-	19,160	3,908	23,068
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	265,076,821	100.000%	\$ 486,990	\$ -	\$ 486,990	\$ 97,272	\$ 584,262

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-173- Budget/Operating	Citywide Budget Services	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	1,281	1,281
0001-141- City Clerk	1,429	1,429
0001-151- City Attorney	3,218	3,218
0001-171- Finance Administration	1,017	1,017
0001-172- Accounting	2,280	2,280
0001-173- Budget/Operating	875	875
0001-174- Payroll	765	765
0001-175- Treasury/Cash Management	1,260	1,260
0001-176- Accounts Payable	547	547
0001-177- Rev Collection	1,589	1,589
0001-178- Purchasing	828	828
0001-181- Human Resources	4,436	4,436
0001-232- Facility Maintenance and Administration	18,036	18,036
0001-235- Equipment Services/Fleet Services	7,163	7,163
0001-261- Information Technology Administration	3,663	3,663
0001-262- Telecommunications	3,726	3,726
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	340	340
0001-907, 908- Non-Departmental	17,243	17,243
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	1,158	1,158
0001-105- COUNCIL/CITY COUNCIL DIV	971	971
0001-121- POLICE COMMISSION DIV	139	139
0001-132- CM-SPCIAL PROJES/ENVIRONMENTAL	8	8
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	2,661	2,661
0001-191- GF-POLICE ADMIN DIV	122,333	122,333
0001-192- GF-POLICE-PATROL/CIB	27	27
0001-193- GF-POLICE/CRIME PREVENTION	402	402
0001-194- GF-POLICE-COPS GRANT	2,335	2,335
0001-196- GF-POLICE/REGULATORY	1,386	1,386
0001-197- CAD DISPATCH SYST/COMM POL DIV	8,146	8,146
0001-199- GF-PARKING ENFORCEMENT DIV	734	734
0001-201- GF-FIRE/ADMIN DIV	1,287	1,287
0001-202- GF-FIRE/SUPPRESSN DIV	61,473	61,473
0001-203- GF-FIRE PREVENTION DIV	4,644	4,644
0001-204- GF-FIRE/ SUPPORT DIV	469	469
0001-205- GF-FIRE/TRAINING DIV	845	845
0001-206- GF-FIRE/OF. OF EMS DIV	415	415
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	2,652	2,652
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	713	713
0001-231- GF-PW ADMIN-DIV	3,574	3,574
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	9,273	9,273
0001-234- IT GIS	6,445	6,445

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ALLOCATION SUMMARY

0001-173- Budget/Operating	Citywide Budget Services	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	4,151	4,151
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	2	2
0001-241- GF-LIB&CL SVC/L-ADM DIV	7,095	7,095
0001-242- GF-LS/REF SVCS(S-DIV)	753	753
0001-243- GF-LIB&CL SVCS/LEAP DIV	1,753	1,753
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	3,793	3,793
0001-253- CM&NB/BOOKER T CTR (S-DIV)	2,120	2,120
0001-255- GF-CM TRANSPORTATN OPERATIONS	329	329
0001-254- GF-REC/SPCL EVENTS (S-DIV)	1,385	1,385
0001-256- RECREATION SVCS/AQUATICS	404	404
0001-257- RECREATION SVCS/CONVENTION CTR	792	792
0001-259- RECREATION SVCS/PLUNGE	376	376
0001-260- RECREATION SVCS/CITIES OF SRVC	593	593
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,015	1,015
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,151	1,151
0001-364- GF-ECON DEV/PUBLIC ART DIV	1,328	1,328
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	1,356	1,356
0001-371- INTERNAL SERVICES-ADMIN	547	547
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	5,542	5,542
1003- TRANSPORTATION OPERATIONS	1,167	1,167
1004- ASSET SEIZURE FUND	86	86
1005- LIBRARY FUND	529	529
1006- OUTSIDE FUNDED SVCS - GRANTS	3,618	3,618
1007- EMERGENCY MED SERV	484	484
1010- N.RICHMOND WASTE	219	219
1012- HILLTOP LANDSCAPE MAINT DIST	2,720	2,720
1013- FIRE DEPT HAZMAT GRANT	576	576
1014- EDA GRANT FUND	992	992
1015- MARINA BAY LNDSCP&LIGHTDIST FD	2,340	2,340
1017- CHEVRON MODERNIZATN PROJ & CIA	12,561	12,561
1018- RENT CONTROL	4,358	4,358
1019- SBI RMRA CAP IMPROVEMENT	338	338
1050- CR-PLANNING & BUILDING	15,397	15,397
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	295	295
1055- ENCROACHMENTS SVCS	1,099	1,099
1200- COR HOUSING ADMINISTRATION	820	820
1201- CDBG	77	77
1203- NEIGHBORHOOD STABILIZATION	52	52
1205- EMPLOYMENT & TRAINING	9,404	9,404
1207- NEIGHBORHOOD STAB(CITY)	33	33
1208- SUCCESSOR HOUSING AGNCY	287	287
1209- CAL-HOME	31	31

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ALLOCATION SUMMARY

0001-173- Budget/Operating	Citywide Budget Services	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	79	79
1303- KIDS FIRST INITIATIVE	727	727
1304- EMERGENCY OPE & DISASTR RECVRY	2,395	2,395
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	1,584	1,584
2110- IMPACT FEE - PARK	37	37
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	704	704
2113- IMPACT FEE - FIRE	165	165
2114- IMPACT FEE - POLICE	11	11
2115- IMPACT FEE - COMM/AQUATC	133	133
2116- IMPACT FEE - PARKS/OPEN	77	77
2117- IMPACT FEE - LIBRARY	29	29
2119- IMPACT FEE - STORM DRAINAGE	84	84
2120- IMPACT FEE - WASTEWATER	34	34
2125- IRON TRIANGLE/EPA PROGRAMS	441	441
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	1,074	1,074
3002- DS - 99A PENSION OBLIG BOND	656	656
3005- DS - 2007 CIVIC CENTER	9,880	9,880
4001- PORT OF RICHMOND	12,899	12,899
4003- WASTEWATER	44,323	44,323
4005- MARINA	503	503
4006- STORM WATER	3,790	3,790
4008- KCRT - CABLE TELEVIS	1,675	1,675
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	42	42
4102- RHA-HOPE 6	85	85
4201- RHA-CAPITAL FUND	579	579
4401- RHA-HACIENDA	789	789
4404- RHA-NEVIN PLAZA	3,976	3,976
4405- RHA-NYSTROM VILLAGE	1,630	1,630
4406- RHA-RICHMOND VILLAGE ONE	553	553
4407- RHA-RICHMOND VILLAGE TWO	470	470
4408- RHA-RICHMOND VILLAGE THREE	266	266
4501- RHA-CENTRAL OFFICE COST CNTR	180	180
4502- RHA-HOUSING (RAD) CORPORATION	0	0
5001- INSURANCE RESERVES	38,558	38,558
5003- EQUIPMENT SERVICES	2,439	2,439
5005- CAD DISPATCH SYSTEM	-	-
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	4,812	4,812
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	5	5
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	24	24
6047- CERTBT PLAN FUND	486	486
6048- OPEB PLAN TRUST	15,755	15,755
6049- PT MOLATE PRIVATE-PURPOSE TRST	469	469
6050- GENERAL PENSION FUND	889	889
6051- POLICE & FIRE PENSION	3,285	3,285
6052- GARFIELD PENSION FUND	111	111

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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-173- Budget/Operating	Citywide Budget Services	Total
6058- MARINA WESTSHORE DEB	148	148
6059- COUNTRY CLUB VISTA	386	386
6060- REASSESSMENT DISTRICT 2003-1	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-
6102- SA- ADMINISTRATION	461	461
6103- SA - CAPITAL PROJECT FUNDS	1,166	1,166
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	-
6300- SA-DS HARBOR 98 TAR B	11	11
6304- SA-DS 2003B TAR B	897	897
6305- SA-DS 2004A TAR B 2/3	725	725
6306- SA-DS 2004A TAR B -1/3 HSING	364	364
6307- SA-DS 2004B TAR B - HOUSING	83	83
6308- SA-DS 2007/10A TAR B	1,499	1,499
6309- SA-DS 2007/10B TAR B - HOUSING	6	6
6401- SA-DS 2014A NON-TAXABLE BONDS	1,267	1,267
6402- SA-DS 2014B TAXABLE BONDS	-	-
6403- SA-DS LOANS PAYABLE	1,295	1,295
6404- SA-DS 2021A NON-TAXABLE BONDS is new	1,316	1,316
6405- SA-DS 2021B TAXABLE BONDS is new	240	240
6996- SUCCESSOR AGENCY - GLTDAG	872	872
9102- CITY OF RICHMOND - GFAAG	23,068	23,068
AO- ALL OTHER	-	-
Total	\$ 584,262	\$ 584,262

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-174- Payroll

Expense Type	Distribution Percentage		100.00%
	\$	Spread Method	Citywide Payroll
Personnel			
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 22,612	S	\$ 22,612
400003 - SALARIES & WAGES/Local 1021	152,856	S	152,856
400031 - OVERTIME/General	3,964	S	3,964
400048 - OTHER PAY/Bilingual Pay	1,532	S	1,532
400050 - OTHER PAY/Medical Flex	600	S	600
400066 - OTHER PAY/Assign Diff-non-PERS	1,595	S	1,595
400103 - P-ROLL BEN/Medicare Tax-ER Shr	2,694	S	2,694
400105 - P-ROLL BEN/Health Insurance Be	43,616	S	43,616
400106 - P-ROLL BEN/Dental Insurance	4,081	S	4,081
400109 - P-ROLL BEN/Employee Assistance	98	S	98
400111 - P-ROLL BEN/Vision	477	S	477
400112 - P-ROLL BEN/Life Insurance	292	S	292
400114 - P-ROLL BEN/Long Term Disabilit	1,237	S	1,237
400116 - P-ROLL BEN/Unemployment Ins	992	S	992
400117 - P-ROLL BEN/Personal/Prof Dev	2,190	S	2,190
400118 - P-ROLL BEN/WC-Injury Appointmt	304	S	304
400121 - P-ROLL BEN/Worker Comp-Clerica	17,028	S	17,028
400122 - P-ROLL BEN/Worker Comp-Prof	2,037	S	2,037
400127 - P-ROLL BEN/OPEB	7,197	S	7,197
400149 - P-ROLL BEN/PERS-Misc	23,798	S	23,798
400151 - P-ROLL BEN/PERS-Misc (UAL)	56,770	S	56,770
Subtotal Personnel Cost	\$ 345,969		\$ 345,969
Operating Services & Supplies			
400592 - COST POOL/(CON)-Admin Charges	\$ (59,770)	S	\$ (59,770)
Subtotal Operating Cost	\$ (59,770)		\$ (59,770)
Disallowed Expenses			
400592 - COST POOL/(CON)-Admin Charges	59,770	[1]	59,770
Subtotal Disallowed Costs	\$ 59,770		\$ 59,770
DEPARTMENTAL EXPENDITURES	\$ 345,969		\$ 345,969
Reallocation of Incoming Costs			
First Allocation	\$ 8,147		\$ 354,116
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ 8,147		\$ 354,116
Second Allocation	\$ 72,493		\$ 72,493
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ 72,493		\$ 72,493
TOTAL FUNCTIONAL COSTS	\$ 426,609		\$ 426,609

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-174- Payroll	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 345,969		\$ 345,969
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	1,254	270	1,525
0001-141- City Clerk	1,231	236	1,467
0001-151- City Attorney	2,786	527	3,313
0001-171- Finance Administration	1,035	259	1,294
0001-172- Accounting	1,205	183	1,387
0001-173- Budget/Operating	636	130	765
0001-174- Payroll		1,186	1,186
0001-175- Treasury/Cash Management		-	-
0001-176- Accounts Payable		-	-
0001-177- Rev Collection		-	-
0001-178- Purchasing		-	-
0001-181- Human Resources		6,363	6,363
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		11,720	11,720
0001-261- Information Technology Administration		6,133	6,133
0001-262- Telecommunications		6,049	6,049
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		39,438	39,438
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 8,147	\$ 72,493	\$ 80,640
Total Costs to be Allocated	\$ 354,116	\$ 72,493	\$ 426,609

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-174- Payroll

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Payroll Services	9.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	1,581		1,581		1,581
0001-141- City Clerk	4	0.446%	1,581		1,581		1,581
0001-151- City Attorney	11	1.228%	4,347		4,347		4,347
0001-171- Finance Administration	3	0.335%	1,186		1,186		1,186
0001-172- Accounting	7	0.781%	2,767		2,767		2,767
0001-173- Budget/Operating	4	0.446%	1,581		1,581		1,581
0001-174- Payroll	3	0.335%	1,186		1,186		1,186
0001-175- Treasury/Cash Management	4	0.446%	1,581		1,581	337	1,918
0001-176- Accounts Payable	2	0.223%	790		790	169	959
0001-177- Rev Collection	5	0.558%	1,976		1,976	421	2,398
0001-178- Purchasing	2	0.223%	790		790	169	959
0001-181- Human Resources	13	1.451%	5,138		5,138	1,096	6,234
0001-232- Facility Maintenance and Administration	34	3.795%	13,437		13,437	2,866	16,303
0001-235- Equipment Services/Fleet Services	13	1.451%	5,138		5,138	1,096	6,234
0001-261- Information Technology Administration	4	0.446%	1,581		1,581	337	1,918
0001-262- Telecommunications	4	0.446%	1,581		1,581	337	1,918
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	395		395	84	480
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.335%	1,186		1,186	253	1,439
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	4,347		4,347	927	5,275
0001-121- POLICE COMMISSION DIV	2	0.223%	790		790	169	959
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	2,371		2,371	506	2,877
0001-191- GF-POLICE ADMIN DIV	199	22.210%	78,649		78,649	16,775	95,423
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	790		790	169	959
0001-194- GF-POLICE-COPS GRANT	1	0.112%	395		395	84.29	480
0001-196- GF-POLICE/REGULATORY	2	0.223%	790		790	169	959
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	10,276		10,276	2,192	12,467
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	395		395	84	480
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	1,581		1,581	337	1,918
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	32,408		32,408	6,912	39,320
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	2,767		2,767	590	3,357
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	395		395	84	480
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	790		790	169	959
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	6,719		6,719	1,433	8,152
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	2,767		2,767	590	3,357
0001-233- GF-PRKS&LNDKSK/PRKS (S-DIV)	36	4.018%	14,228		14,228	3,035	17,262

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-174- Payroll

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	29	3.237%	11,461		11,461	2,445	13,906
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	6,324		6,324	1,349	7,672
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	395		395	84	480
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	15,809		15,809	3,372	19,181
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	3,952		3,952	843	4,795
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	5,928		5,928	1,264	7,193
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	14,228		14,228	3,035	17,262
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	790		790	169	959
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	3,952		3,952	843	4,795
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	14,623		14,623	3,119	17,742
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	1,581		1,581	337	1,918
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	395		395	84	480
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	790		790	169	959
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	395		395	84	480
0001-292- GF-STREET SWEEPING	1	0.112%	395		395	84	480
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	1,186		1,186	253	1,439
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	395		395	84	480
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	395		395	84	480
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	790		790	169	959
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	790		790	169	959
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	1,581		1,581	337	1,918
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	5,138		5,138	1,096	6,234
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCLP&LIGHTDIST FD	12	1.339%	4,743		4,743	1,012	5,754
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	13	1.451%	5,138		5,138	1,096	6,234
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	9,485		9,485	2,023	11,508
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	3,162		3,162	674	3,836
1200- COR HOUSING ADMINISTRATION	3	0.335%	1,186		1,186	253	1,439
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	6,719		6,719	1,433	8,152
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-174- Payroll

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	1,186	-	1,186	253	1,439
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	1,186	-	1,186	253	1,439
4003- WASTEWATER	9	1.004%	3,557	-	3,557	759	4,316
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	1,581	-	1,581	337	1,918
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	790	-	790	169	959
4405- RHA-NYSTROM VILLAGE	1	0.112%	395	-	395	84	480
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	395	-	395	84	480
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	1,976	-	1,976	421	2,398
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	395	-	395	84	480
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	2,767	-	2,767	590	3,357
6051- POLICE & FIRE PENSION	24	2.679%	9,485	-	9,485	2,023	11,508
6052- GARFIELD PENSION FUND	1	0.112%	395	-	395	84	480
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-174- Payroll

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	896	100.000%	\$ 354,116	\$ -	\$ 354,116	\$ 72,493	\$ 426,609

Allocation Basis: FY 20-21 Total FTEs per Fund/Department

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-174- Payroll		
	Citywide Payroll Services	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	1,581	1,581
0001-141- City Clerk	1,581	1,581
0001-151- City Attorney	4,347	4,347
0001-171- Finance Administration	1,186	1,186
0001-172- Accounting	2,767	2,767
0001-173- Budget/Operating	1,581	1,581
0001-174- Payroll	1,186	1,186
0001-175- Treasury/Cash Management	1,918	1,918
0001-176- Accounts Payable	959	959
0001-177- Rev Collection	2,398	2,398
0001-178- Purchasing	959	959
0001-181- Human Resources	6,234	6,234
0001-232- Facility Maintenance and Administration	16,303	16,303
0001-235- Equipment Services/Fleet Services	6,234	6,234
0001-261- Information Technology Administration	1,918	1,918
0001-262- Telecommunications	1,918	1,918
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	480	480
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	1,439	1,439
0001-105- COUNCIL/CITY COUNCIL DIV	5,275	5,275
0001-121- POLICE COMMISSION DIV	959	959
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	2,877	2,877
0001-191- GF-POLICE ADMIN DIV	95,423	95,423
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	959	959
0001-194- GF-POLICE-COPS GRANT	480	480
0001-196- GF-POLICE/REGULATORY	959	959
0001-197- CAD DISPATCH SYST/COMM POL DIV	12,467	12,467
0001-199- GF-PARKING ENFORCEMENT DIV	480	480
0001-201- GF-FIRE/ADMIN DIV	1,918	1,918
0001-202- GF-FIRE/SUPRESSN DIV	39,320	39,320
0001-203- GF-FIRE PREVENTION DIV	3,357	3,357
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	480	480
0001-206- GF-FIRE/OF. OF EMS DIV	959	959
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	8,152	8,152
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	3,357	3,357
0001-233- GF-PRKS&LND SKP/PRKS (S-DIV)	17,262	17,262
0001-234- IT GIS	13,906	13,906

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-174- Payroll		
	Citywide Payroll Services	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	7,672	7,672
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	480	480
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	19,181	19,181
0001-242- GF-LS/REF SVCS(S-DIV)	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	4,795	4,795
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	7,193	7,193
0001-253- CM&NB/BOOKER T CTR (S-DIV)	17,262	17,262
0001-255- GF-CM TRANSPORTATN OPERATIONS	959	959
0001-254- GF-REC/SPCL EVENTS (S-DIV)	4,795	4,795
0001-256- RECREATION SVCS/AQUATICS	17,742	17,742
0001-257- RECREATION SVCS/CONVENTION CTR	1,918	1,918
0001-259- RECREATION SVCS/PLUNGE	480	480
0001-260- RECREATION SVCS/CITIES OF SRVC	959	959
0001-291- GF-ADMINISTRATIVE SERVICES	480	480
0001-292- GF-STREET SWEEPING	480	480
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,439	1,439
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	480	480
0001-364- GF-ECON DEV/PUBLIC ART DIV	480	480
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	959	959
0001-371- INTERNAL SERVICES-ADMIN	959	959
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	1,918	1,918
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	6,234	6,234
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	5,754	5,754
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	6,234	6,234
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	11,508	11,508
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	3,836	3,836
1200- COR HOUSING ADMINISTRATION	1,439	1,439
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	8,152	8,152
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGNCY	-	-
1209- CAL-HOME	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-174- Payroll		
	Citywide Payroll Services	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	1,439	1,439
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	1,439	1,439
4003- WASTEWATER	4,316	4,316
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	1,918	1,918
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	959	959
4405- RHA-NYSTROM VILLAGE	480	480
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	480	480
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	2,398	2,398
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	480	480
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	3,357	3,357
6051- POLICE & FIRE PENSION	11,508	11,508
6052- GARFIELD PENSION FUND	480	480

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-174- Payroll			
	Citywide Payroll Services	Total	
6058- MARINA WESTSHORE DEB	-	-	-
6059- COUNTRY CLUB VISTA	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-
6102- SA- ADMINISTRATION	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	-	-
6208- SA-CIP 07B TARB BND PRCDS-HSG	-	-	-
6300- SA-DS HARBOR 98 TARB	-	-	-
6304- SA-DS 2003B TARB	-	-	-
6305- SA-DS 2004A TARB 2/3	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	-	-
6308- SA-DS 2007/10A TARB	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	-	-
AO- ALL OTHER	-	-	-
Total	\$ 426,609	\$	426,609

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-175- Treasury/Cash Management

Expense Type	Distribution Percentage \$	Spread Method	95.00% Citywide Support	5.00% Investment Managemen
Personnel				
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 138,816	S	\$ 131,875	\$ 6,941
400003 - SALARIES & WAGES/Local 1021	149,566	S	142,087	7,478
400031 - OVERTIME/General	953	S	906	48
400050 - OTHER PAY/Medical Flex	2,400	S	2,280	120
400103 - P-ROLL BEN/Medicare Tax-ER Shr	4,290	S	4,075	214
400105 - P-ROLL BEN/Health Insurance Be	27,312	S	25,947	1,366
400106 - P-ROLL BEN/Dental Insurance	6,184	S	5,875	309
400109 - P-ROLL BEN/Employee Assistance	149	S	141	7
400110 - P-ROLL BEN/Professional Dev-Mg	750	S	713	38
400111 - P-ROLL BEN/Vision	723	S	687	36
400112 - P-ROLL BEN/Life Insurance	736	S	699	37
400114 - P-ROLL BEN/Long Term Disabilit	2,556	S	2,429	128
400116 - P-ROLL BEN/Unemployment Ins	1,503	S	1,428	75
400117 - P-ROLL BEN/Personal/Prof Dev	2,250	S	2,138	113
400121 - P-ROLL BEN/Worker Comp-Clerica	16,662	S	15,829	833
400122 - P-ROLL BEN/Worker Comp-Prof	12,417	S	11,796	621
400127 - P-ROLL BEN/OPEB	11,787	S	11,198	589
400149 - P-ROLL BEN/PERS-Misc	38,572	S	36,644	1,929
400151 - P-ROLL BEN/PERS-Misc (UAL)	90,221	S	85,710	4,511
Subtotal Personnel Cost	\$ 507,848		\$ 482,456	\$ 25,392
Operating Services & Supplies				
400201 - PROF SVCS/Professional Svcs	\$ 61,499	S	\$ 58,424	\$ 3,075
400246 - TRAVEL & TRNG/Registration Fee	150	S	143	8
400592 - COST POOL/(CON)-Admin Charges	(97,005)	S	(92,155)	(4,850)
Subtotal Operating Cost	\$ (35,357)		\$ (33,589)	\$ (1,768)
Disallowed Expenses / Adjustments				
400592 - COST POOL/(CON)-Admin Charges	\$ 97,005	[1]	\$ 92,155	\$ 4,850
Subtotal Disallowed Costs	\$ 97,005		\$ 92,155	\$ 4,850
DEPARTMENTAL EXPENDITURES	\$ 569,497		\$ 541,022	\$ 28,475
Reallocation of Incoming Costs				
First Allocation	\$ 14,101		\$ 554,418	\$ 29,180
Unallocated Costs	\$ -		\$ -	\$ -
Subtotal of First Allocation	\$ 14,101		\$ 554,418	\$ 29,180
Second Allocation	\$ 101,174		\$ 96,115	\$ 5,059
Unallocated Costs	\$ -		\$ -	\$ -
Subtotal of Second Allocation	\$ 101,174		\$ 96,115	\$ 5,059
TOTAL FUNCTIONAL COSTS	\$ 684,772		\$ 650,533	\$ 34,239

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-175- Treasury/Cash Management	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 569,497		\$ 569,497
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	1,786	385	2,171
0001-141- City Clerk	1,746	335	2,080
0001-151- City Attorney	3,959	748	4,707
0001-171- Finance Administration	1,704	426	2,130
0001-172- Accounting	2,279	345	2,625
0001-173- Budget/Operating	1,046	213	1,260
0001-174- Payroll	1,581	337	1,918
0001-175- Treasury/Cash Management		560	560
0001-176- Accounts Payable		218	218
0001-177- Rev Collection		714	714
0001-178- Purchasing		-	-
0001-181- Human Resources		8,843	8,843
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		15,627	15,627
0001-261- Information Technology Administration		8,586	8,586
0001-262- Telecommunications		8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		55,770	55,770
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 14,101	\$ 101,174	\$ 115,275
Total Costs to be Allocated	\$ 583,598	\$ 101,174	\$ 684,772

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-175- Treasury/Cash Management

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Support Services	10.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	112,454	0.366%	2,031.33		2,031.33		2,031.33
0001-141- City Clerk	235,055	0.766%	4,246		4,246		4,246
0001-151- City Attorney	105,086	0.342%	1,898.23		1,898.23		1,898.23
0001-171- Finance Administration	31,813	0.104%	575		575		575
0001-172- Accounting	3,145	0.010%	57		57		57
0001-173- Budget/Operating	62,638	0.204%	1,131.46		1,131.46		1,131.46
0001-174- Payroll	-	0.000%	-		-		-
0001-175- Treasury/Cash Management	31,004	0.101%	560		560		560
0001-176- Accounts Payable	-	0.000%	-		-	-	-
0001-177- Rev Collection	214,808	0.700%	3,880		3,880	686	4,566
0001-178- Purchasing	-	0.000%	-		-	-	-
0001-181- Human Resources	447,720	1.459%	8,087		8,087	1,429.12	9,517
0001-232- Facility Maintenance and Administration	1,228,687	4.003%	22,194.51		22,194.51	3,921.95	26,116.46
0001-235- Equipment Services/Fleet Services	700,541	2.282%	12,654.29		12,654.29	2,236.12	14,890.40
0001-261- Information Technology Administration	873,193	2.845%	15,773		15,773	2,787	18,560
0001-262- Telecommunications	1,176,070	3.832%	21,244.06		21,244.06	3,754	24,998
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	87,753	0.286%	1,585		1,585	280	1,865
0001-907, 908- Non-Departmental	1,208,995	3.939%	21,838.79		21,838.79	3,859	25,698
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	1,482	0.005%	26.78		26.78	4.73	32
0001-105- COUNCIL/CITY COUNCIL DIV	9,139	0.030%	165.08		165.08	29.17	194.25
0001-121- POLICE COMMISSION DIV	66	0.000%	1.19		1.19	0.21	1.40
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	62,697	0.204%	1,132.54		1,132.54	200.13	1,332.67
0001-191- GF-POLICE ADMIN DIV	3,354,699	10.930%	60,597.93		60,597.93	10,708.15	71,306.09
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	1,337	0.004%	24.15		24.15	4.27	28.42
0001-197- CAD DISPATCH SYST/COMM POL DIV	25,392	0.083%	458.67		458.67	81.05	539.72
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	6,500	0.021%	117.41		117.41	20.75	138.16
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	43,978	0.143%	794		794	140.38	935
0001-204- GF-FIRE/ SUPPORT DIV	76,583	0.250%	1,383		1,383	244	1,628
0001-205- GF-FIRE/TRAINING DIV	416	0.001%	8		8	1	9
0001-206- GF-FIRE/OF. OF EMS DIV	800	0.003%	14		14	3	17
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	75,047	0.245%	1,356		1,356	240	1,595
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	174,387	0.568%	3,150		3,150	556.64	3,707
0001-231- GF-PW ADMIN-DIV	482,746	1.573%	8,720.13		8,720.13	1,540.92	10,261.05
0001-233- GF-PRKS&LND SKP/PRKS (S-DIV)	314,787	1.026%	5,686		5,686	1,004.80	6,691
0001-234- IT GIS	24,954	0.081%	451		451	80	530
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	25,952	0.085%	469		469	83	552
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	2,118	0.007%	38.27		38.27	6.76	45.03
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	24,811	0.081%	448		448	79	527
0001-241- GF-LIB&CL SVC/L-ADM DIV	47,047	0.153%	849.83		849.83	150.17	1,000
0001-242- GF-LS/REF SVCS(S-DIV)	215,112	0.701%	3,886		3,886	687	4,572

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-175- Treasury/Cash Management

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-243- GF-LIB&CL SVCS/LEAP DIV	6,608	0.022%	119		119	21.09	140
0001-244- GF-LIB&CL SVC/P-ART DIV	22,994	0.075%	415		415	73.40	489
0001-251- GF-RECREATION ADM DIV	23,878	0.078%	431		431	76	508
0001-253- CM&NB/BOOKER T CTR (S-DIV)	11,453	0.037%	206.88		206.88	36.56	243.44
0001-255- GF-CM TRANSPORTATN OPERATIONS	1,243	0.004%	22		22	4	26
0001-254- GF-REC/SPCL EVENTS (S-DIV)	187	0.001%	3		3	1	4
0001-256- RECREATION SVCS/AQUATICS	2,454	0.008%	44		44	8	52
0001-257- RECREATION SVCS/CONVENTION CTR	2,738	0.009%	49		49	8.74	58
0001-259- RECREATION SVCS/PLUNGE	1,527	0.005%	28		28	4.87	32
0001-260- RECREATION SVCS/CITIES OF SRVC	30,838	0.100%	557.04		557.04	98.43	655.47
0001-291- GF-ADMINISTRATIVE SERVICES	23,166	0.075%	418.46		418.46	73.95	492.41
0001-292- GF-STREET SWEEPING	1,884	0.006%	34.03		34.03	6.01	40.04
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	17,614	0.057%	318		318	56	374
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	126,910	0.413%	2,292		2,292	405	2,698
0001-364- GF-ECON DEV/PUBLIC ART DIV	24,148	0.079%	436		436	77	513
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	68,527	0.223%	1,238		1,238	219	1,457
0001-371- INTERNAL SERVICES-ADMIN	26,699	0.087%	482		482	85	568
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	1,358,550	4.426%	24,540		24,540	4,336	28,877
1003- TRANSPORTATION OPERATIONS	44,339	0.144%	801		801	142	942
1004- ASSET SEIZURE FUND	37,811	0.123%	683		683	121	804
1005- LIBRARY FUND	28,742	0.094%	519		519	92	611
1006- OUTSIDE FUNDED SVCS - GRANTS	326,953	1.065%	5,906		5,906	1,044	6,950
1007- EMERGENCY MED SERV	53,928	0.176%	974		974	172	1,146
1010- N.RICHMOND WASTE	660	0.002%	12		12	2	14
1012- HILLTOP LANDSCAPE MAINT DIST	111,023	0.362%	2,005		2,005	354	2,360
1013- FIRE DEPT HAZMAT GRANT	19,840	0.065%	358		358	63	422
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	46,688	0.152%	843		843	149	992
1017- CHEVRON MODERNIZATN PROJ & CIA	785,388	2.559%	14,187		14,187	2,507	16,694
1018- RENT CONTROL	28,345	0.092%	512		512	90	602
1019- SBI RMRA CAP IMPROVEMENT	89,741	0.292%	1,621		1,621	286	1,907
1050- CR-PLANNING & BUILDING	4,338,861	14.137%	78,375		78,375	13,850	92,225
1051- CR-ENGINEERING	101,265	0.330%	1,829		1,829	323	2,152
1053- CODE ENFORCEMENT-CR	5,043	0.016%	91		91	16	107
1054- ENGINEERING GRANTS	216,561	0.706%	3,912		3,912	691	4,603
1055- ENCROACHMENTS SVCS	17,613	0.057%	318		318	56	374
1200- COR HOUSING ADMINISTRATION	34,702	0.113%	627		627	111	738
1201- CDBG	51,254	0.167%	926		926	164	1,089
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	331,312	1.079%	5,985		5,985	1,058	7,042
1207- NEIGHBORHOOD STAB(CITY)	13,455	0.044%	243		243	43	286
1208- SUCCESSOR HOUSING AGENCY	6,213	0.020%	112		112	20	132
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	151,882	0.495%	2,744		2,744	485	3,228
1304- EMERGENCY OPE & DISASTR RECVRY	457,232	1.490%	8,259		8,259	1,459	9,719
2001- GENERAL CAPITAL FUND	684,607	2.231%	12,366		12,366	2,185	14,552
2002- MEASURE J	1,080,867	3.522%	19,524		19,524	3,450	22,974
2110- IMPACT FEE - PARK	15,000	0.049%	271		271	48	319
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	84,645	0.276%	1,529		1,529	270	1,799

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-175- Treasury/Cash Management

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2113- IMPACT FEE - FIRE	35,977	0.117%	650		650	115	765
2114- IMPACT FEE - POLICE	-	0.000%	-		-	-	-
2115- IMPACT FEE - COMM/AQUATC	245,653	0.800%	4,437		4,437	784	5,221
2116- IMPACT FEE - PARKS/OPEN	48,359	0.158%	874		874	154	1,028
2117- IMPACT FEE - LIBRARY	-	0.000%	-		-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-		-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-		-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	203,124	0.662%	3,669		3,669	648	4,318
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-		-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-		-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-		-	-	-
4001- PORT OF RICHMOND	502,969	1.639%	9,085		9,085	1,605	10,691
4003- WASTEWATER	1,433,083	4.669%	25,887		25,887	4,574	30,461
4005- MARINA	-	0.000%	-		-	-	-
4006- STORM WATER	377,796	1.231%	6,824		6,824	1,206	8,030
4008- KCRT - CABLE TELEVIS	2,418	0.008%	44		44	8	51
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-		-	-	-
4102- RHA-HOPE 6	-	0.000%	-		-	-	-
4201- RHA-CAPITAL FUND	99,426	0.324%	1,796		1,796	317	2,113
4401- RHA-HACIENDA	-	0.000%	-		-	-	-
4404- RHA-NEVIN PLAZA	624	0.002%	11		11	2	13
4405- RHA-NYSTROM VILLAGE	-	0.000%	-		-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-		-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-		-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-		-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	15,767	0.051%	285		285	50	335
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-		-	-	-
5001- INSURANCE RESERVES	2,381,121	7.758%	43,012		43,012	7,601	50,612
5003- EQUIPMENT SERVICES	2,180,511	7.104%	39,388		39,388	6,960	46,348
5005- CAD DISPATCH SYSTEM	1,200	0.004%	22		22	4	26
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-		-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	115	0.000%	2		2	0	2
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	5,829	0.019%	105		105	19	124
6047- CERTBT PLAN FUND	-	0.000%	-		-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-		-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-		-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-		-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-		-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-		-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-		-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-		-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-		-	-	-
6102- SA- ADMINISTRATION	50,949	0.166%	920		920	163	1,083
6103- SA - CAPITAL PROJECT FUNDS	703,253	2.291%	12,703		12,703	2,245	14,948
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	0.000%	-		-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-		-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-175- Treasury/Cash Management

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	30,692,572	100.000%	\$ 554,418	\$ -	\$ 554,418	\$ 96,115	\$ 650,533

Allocation Basis: FY 20-21 Total Revenues Received per Fund/Department

Source of Allocation:	ap017 - check register extract 7.01.21-6.30.21.xls						
Investment Management	10.2						
Total	-	0.000%	\$ -	\$ -	\$ -	\$ -	\$ -

Allocation Basis: Not Allocated

Source of Allocation: N/A

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-175- Treasury/Cash Management			
	Citywide Support Services	Investment Management	Total
ALLOCABLE BUDGET UNITS			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	2,031	-	2,031
0001-141- City Clerk	4,246	-	4,246
0001-151- City Attorney	1,898	-	1,898
0001-171- Finance Administration	575	-	575
0001-172- Accounting	57	-	57
0001-173- Budget/Operating	1,131	-	1,131
0001-174- Payroll	-	-	-
0001-175- Treasury/Cash Management	560	-	560
0001-176- Accounts Payable	-	-	-
0001-177- Rev Collection	4,566	-	4,566
0001-178- Purchasing	-	-	-
0001-181- Human Resources	9,517	-	9,517
0001-232- Facility Maintenance and Administration	26,116	-	26,116
0001-235- Equipment Services/Fleet Services	14,890	-	14,890
0001-261- Information Technology Administration	18,560	-	18,560
0001-262- Telecommunications	24,998	-	24,998
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	1,865	-	1,865
0001-907, 908- Non-Departmental	25,698	-	25,698
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
RECEIVING BUDGET UNITS			
0001-101- OFFICE OF THE MAYOR	32	-	32
0001-105- COUNCIL/CITY COUNCIL DIV	194	-	194
0001-121- POLICE COMMISSION DIV	1	-	1
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,333	-	1,333
0001-191- GF-POLICE ADMIN DIV	71,306	-	71,306
0001-192- GF-POLICE-PATROL/CIB	-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	-	-
0001-194- GF-POLICE-COPS GRANT	-	-	-
0001-196- GF-POLICE/REGULATORY	28	-	28
0001-197- CAD DISPATCH SYST/COMM POL DIV	540	-	540
0001-199- GF-PARKING ENFORCEMENT DIV	-	-	-
0001-201- GF-FIRE/ADMIN DIV	138	-	138
0001-202- GF-FIRE/SUPRESSN DIV	-	-	-
0001-203- GF-FIRE PREVENTION DIV	935	-	935
0001-204- GF-FIRE/ SUPPORT DIV	1,628	-	1,628
0001-205- GF-FIRE/TRAINING DIV	9	-	9
0001-206- GF-FIRE/OF. OF EMS DIV	17	-	17
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,595	-	1,595
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	3,707	-	3,707
0001-231- GF-PW ADMIN-DIV	10,261	-	10,261
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	6,691	-	6,691

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-175- Treasury/Cash Management			
	Citywide Support Services	Investment Management	Total
0001-234- IT GIS	530	-	530
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	552	-	552
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	45	-	45
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	527	-	527
0001-241- GF-LIB&CL SVC/L-ADM DIV	1,000	-	1,000
0001-242- GF-LS/REF SVCS(S-DIV)	4,572	-	4,572
0001-243- GF-LIB&CL SVCS/LEAP DIV	140	-	140
0001-244- GF-LIB&CL SVC/P-ART DIV	489	-	489
0001-251- GF-RECREATION ADM DIV	508	-	508
0001-253- CM&NB/BOOKER T CTR (S-DIV)	243	-	243
0001-255- GF-CM TRANSPORTATN OPERATIONS	26	-	26
0001-254- GF-REC/SPCL EVENTS (S-DIV)	4	-	4
0001-256- RECREATION SVCS/AQUATICS	52	-	52
0001-257- RECREATION SVCS/CONVENTION CTR	58	-	58
0001-259- RECREATION SVCS/PLUNGE	32	-	32
0001-260- RECREATION SVCS/CITIES OF SRVC	655	-	655
0001-291- GF-ADMINISTRATIVE SERVICES	492	-	492
0001-292- GF-STREET SWEEPING	40	-	40
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	374	-	374
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	2,698	-	2,698
0001-364- GF-ECON DEV/PUBLIC ART DIV	513	-	513
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	1,457	-	1,457
0001-371- INTERNAL SERVICES-ADMIN	568	-	568
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-
1002- STATE GAS TAX	28,877	-	28,877
1003- TRANSPORTATION OPERATIONS	942	-	942
1004- ASSET SEIZURE FUND	804	-	804
1005- LIBRARY FUND	611	-	611
1006- OUTSIDE FUNDED SVCS - GRANTS	6,950	-	6,950
1007- EMERGENCY MED SERV	1,146	-	1,146
1010- N.RICHMOND WASTE	14	-	14
1012- HILLTOP LANDSCAPE MAINT DIST	2,360	-	2,360
1013- FIRE DEPT HAZMAT GRANT	422	-	422
1014- EDA GRANT FUND	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	992	-	992
1017- CHEVRON MODERNIZATN PROJ & CIA	16,694	-	16,694
1018- RENT CONTROL	602	-	602
1019- SBI RMRA CAP IMPROVEMENT	1,907	-	1,907
1050- CR-PLANNING & BUILDING	92,225	-	92,225
1051- CR-ENGINEERING	2,152	-	2,152
1053- CODE ENFORCEMENT-CR	107	-	107
1054- ENGINEERING GRANTS	4,603	-	4,603
1055- ENCROACHMENTS SVCS	374	-	374
1200- COR HOUSING ADMINISTRATION	738	-	738
1201- CDBG	1,089	-	1,089
1203- NEIGHBORHOOD STABILIZATION	-	-	-
1205- EMPLOYMENT & TRAINING	7,042	-	7,042
1207- NEIGHBORHOOD STAB(CITY)	286	-	286

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ALLOCATION SUMMARY

0001-175- Treasury/Cash Management			
	Citywide Support Services	Investment Management	Total
1208- SUCCESSOR HOUSING AGENCY	132	-	132
1209- CAL-HOME	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-	-
1303- KIDS FIRST INITIATIVE	3,228	-	3,228
1304- EMERGENCY OPE & DISASTR RECVRY	9,719	-	9,719
2001- GENERAL CAPITAL FUND	14,552	-	14,552
2002- MEASURE J	22,974	-	22,974
2110- IMPACT FEE - PARK	319	-	319
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	1,799	-	1,799
2113- IMPACT FEE - FIRE	765	-	765
2114- IMPACT FEE - POLICE	-	-	-
2115- IMPACT FEE - COMM/AQUATC	5,221	-	5,221
2116- IMPACT FEE - PARKS/OPEN	1,028	-	1,028
2117- IMPACT FEE - LIBRARY	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-	-
2120- IMPACT FEE - WASTEWATER	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	4,318	-	4,318
2126- COR-HOUSING DEPT CIP FUND	-	-	-
3001- DS - 2005 TAXABLE POB	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-	-
3005- DS - 2007 CIVIC CENTER	-	-	-
4001- PORT OF RICHMOND	10,691	-	10,691
4003- WASTEWATER	30,461	-	30,461
4005- MARINA	-	-	-
4006- STORM WATER	8,030	-	8,030
4008- KCRT - CABLE TELEVIS	51	-	51
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-	-
4102- RHA-HOPE 6	-	-	-
4201- RHA-CAPITAL FUND	2,113	-	2,113
4401- RHA-HACIENDA	-	-	-
4404- RHA-NEVIN PLAZA	13	-	13
4405- RHA-NYSTROM VILLAGE	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	335	-	335
4502- RHA-HOUSING (RAD) CORPORATION	-	-	-
5001- INSURANCE RESERVES	50,612	-	50,612
5003- EQUIPMENT SERVICES	46,348	-	46,348
5005- CAD DISPATCH SYSTEM	26	-	26
5006- RMS RECORDS SERVICES	-	-	-
5008- COMPENSATED ABSENCES	-	-	-
6001- GENERAL TRUST & AGENCY	-	-	-
6004- COMMISSION ON AGING	2	-	2
6005- SEAVER GALLERY TRUST FUND	-	-	-
6007- SENIOR TRUST DEPOSIT	124	-	124
6047- CERTBT PLAN FUND	-	-	-
6048- OPEB PLAN TRUST	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-175- Treasury/Cash Management				
	Citywide Support Services	Investment Management	Total	
6050- GENERAL PENSION FUND	-	-	-	-
6051- POLICE & FIRE PENSION	-	-	-	-
6052- GARFIELD PENSION FUND	-	-	-	-
6058- MARINA WESTSHORE DEB	-	-	-	-
6059- COUNTRY CLUB VISTA	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-	-
6102- SA- ADMINISTRATION	1,083	-	1,083	-
6103- SA - CAPITAL PROJECT FUNDS	14,948	-	14,948	-
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	-	-	-
6304- SA-DS 2003B TAR B	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	-	-	-
AO- ALL OTHER	-	-	-	-
Total	\$ 650,533	\$ -	\$ 650,533	

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-176- Accounts Payable

Expense Type	\$	Distribution Percentage Spread Method	100.00% Citywide Accounts
Personnel			
400003 - SALARIES & WAGES/Local 1021	\$ 133,152	S	\$ 133,152
400103 - P-ROLL BEN/Medicare Tax-ER Shr	1,957	S	1,957
400105 - P-ROLL BEN/Health Insurance Be	18,154	S	18,154
400106 - P-ROLL BEN/Dental Insurance	3,477	S	3,477
400109 - P-ROLL BEN/Employee Assistance	84	S	84
400111 - P-ROLL BEN/Vision	406	S	406
400112 - P-ROLL BEN/Life Insurance	200	S	200
400114 - P-ROLL BEN/Long Term Disabilit	887	S	887
400116 - P-ROLL BEN/Unemployment Ins	845	S	845
400117 - P-ROLL BEN/Personal/Prof Dev	1,794	S	1,794
400121 - P-ROLL BEN/Worker Comp-Clerica	14,833	S	14,833
400127 - P-ROLL BEN/OPEB	5,461	S	5,461
400149 - P-ROLL BEN/PERS-Misc	17,867	S	17,867
400151 - P-ROLL BEN/PERS-Misc (UAL)	48,359	S	48,359
Subtotal Personnel Cost	\$ 247,478		\$ 247,478
Operating Services & Supplies			
400592 - COST POOL/(CON)-Admin Charges	\$ (46,986)	S	\$ (46,986)
Subtotal Operating Cost	\$ (46,986)		\$ (46,986)
Disallowed Expenses			
400592 - COST POOL/(CON)-Admin Charges	\$ 46,986	[1]	\$ 46,986
Subtotal Disallowed Costs	\$ 46,986		\$ 46,986
DEPARTMENTAL EXPENDITURES	\$ 247,478		\$ 247,478
Reallocation of Incoming Costs			
First Allocation	\$ 6,433		\$ 253,911
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ 6,433		\$ 253,911
Second Allocation	\$ 47,348		\$ 47,348
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ 47,348		\$ 47,348
TOTAL FUNCTIONAL COSTS	\$ 301,259		\$ 301,259

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-176- Accounts Payable	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 247,478		\$ 247,478
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	854	184	1,038
0001-141- City Clerk	837	160	997
0001-151- City Attorney	1,895	358	2,254
0001-171- Finance Administration	740	185	926
0001-172- Accounting	862	131	992
0001-173- Budget/Operating	455	93	547
0001-174- Payroll	790	169	959
0001-175- Treasury/Cash Management	-	-	-
0001-176- Accounts Payable		-	-
0001-177- Rev Collection		-	-
0001-178- Purchasing		-	-
0001-181- Human Resources		4,372	4,372
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		7,813	7,813
0001-261- Information Technology Administration		2,453	2,453
0001-262- Telecommunications		4,033	4,033
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		27,397	27,397
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 6,433	\$ 47,348	\$ 53,781
Total Costs to be Allocated	\$ 253,911	\$ 47,348	\$ 301,259

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-176- Accounts Payable

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Accounts Payable Services	11.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	139	0.443%	1,125		1,125		1,125
0001-141- City Clerk	174	0.555%	1,408		1,408		1,408
0001-151- City Attorney	147	0.469%	1,190		1,190		1,190
0001-171- Finance Administration	149	0.475%	1,206		1,206		1,206
0001-172- Accounting	9	0.029%	73		73		73
0001-173- Budget/Operating	10	0.032%	81		81		81
0001-174- Payroll	-	0.000%	-		-		-
0001-175- Treasury/Cash Management	27	0.086%	218		218		218
0001-176- Accounts Payable	-	0.000%	-		-		-
0001-177- Rev Collection	43	0.137%	348		348	66	414
0001-178- Purchasing	8	0.025%	65		65	12	77
0001-181- Human Resources	299	0.953%	2,420		2,420	461	2,880
0001-232- Facility Maintenance and Administration	5,380	17.147%	43,538		43,538	8,292	51,830
0001-235- Equipment Services/Fleet Services	2,264	7.216%	18,321		18,321	3,489	21,811
0001-261- Information Technology Administration	177	0.564%	1,432		1,432	273	1,705
0001-262- Telecommunications	1,033	3.292%	8,360		8,360	1,592	9,952
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	86	0.274%	696		696	133	829
0001-907, 908- Non-Departmental	6,578	20.965%	53,233		53,233	10,138	63,371
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	18	0.057%	146		146	28	173
0001-105- COUNCIL/CITY COUNCIL DIV	145	0.462%	1,173		1,173	223	1,397
0001-121- POLICE COMMISSION DIV	7	0.022%	57		57	11	67
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	112	0.357%	906		906	173	1,079
0001-191- GF-POLICE ADMIN DIV	1,734	5.527%	14,032		14,032	2,672	16,705
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	32	0.102%	259		259	49	308
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	6	0.019%	49		49	9	58
0001-197- CAD DISPATCH SYST/COMM POL DIV	18	0.057%	146		146	28	173
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	13	0.041%	105		105	20	125
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	138	0.440%	1,117		1,117	213	1,329
0001-204- GF-FIRE/ SUPPORT DIV	203	0.647%	1,643		1,643	313	1,956
0001-205- GF-FIRE/TRAINING DIV	11	0.035%	89		89	17	106
0001-206- GF-FIRE/OF. OF EMS DIV	10	0.032%	81		81	15	96
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	106	0.338%	858		858	163	1,021
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	98	0.312%	793		793	151	944
0001-231- GF-PW ADMIN-DIV	169	0.539%	1,368		1,368	260	1,628
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	1,148	3.659%	9,290		9,290	1,769	11,060

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-176- Accounts Payable

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	260	0.829%	2,104		2,104	401	2,505
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	153	0.488%	1,238		1,238	236	1,474
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	8	0.025%	65		65	12	77
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	22	0.070%	178		178	34	212
0001-241- GF-LIB&CL SVC/L-ADM DIV	129	0.411%	1,044		1,044	199	1,243
0001-242- GF-LS/REF SVCS(S-DIV)	623	1.986%	5,042		5,042	960	6,002
0001-243- GF-LIB&CL SVCS/LEAP DIV	18	0.057%	146		146	28	173
0001-244- GF-LIB&CL SVC/P-ART DIV	13	0.041%	105		105	20	125
0001-251- GF-RECREATION ADM DIV	163	0.520%	1,319		1,319	251	1,570
0001-253- CM&NB/BOOKER T CTR (S-DIV)	256	0.816%	2,072		2,072	395	2,466
0001-255- GF-CM TRANSPORTATN OPERATIONS	24	0.076%	194		194	37	231
0001-254- GF-REC/SPCL EVENTS (S-DIV)	73	0.233%	591		591	113	703
0001-256- RECREATION SVCS/AQUATICS	59	0.188%	477		477	91	568
0001-257- RECREATION SVCS/CONVENTION CTR	14	0.045%	113		113	22	135
0001-259- RECREATION SVCS/PLUNGE	35	0.112%	283		283	54	337
0001-260- RECREATION SVCS/CITIES OF SRVC	39	0.124%	316		316	60	376
0001-291- GF-ADMINISTRATIVE SERVICES	40	0.127%	324		324	62	385
0001-292- GF-STREET SWEEPING	39	0.124%	316		316	60	376
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	38	0.121%	308		308	59	366
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	30	0.096%	243		243	46	289
0001-364- GF-ECON DEV/PUBLIC ART DIV	21	0.067%	170		170	32	202
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	31	0.099%	251		251	48	299
0001-371- INTERNAL SERVICES-ADMIN	24	0.076%	194		194	37	231
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	249	0.794%	2,015		2,015	384	2,399
1003- TRANSPORTATION OPERATIONS	79	0.252%	639		639	122	761
1004- ASSET SEIZURE FUND	9	0.029%	73		73	14	87
1005- LIBRARY FUND	176	0.561%	1,424		1,424	271	1,696
1006- OUTSIDE FUNDED SVCS - GRANTS	109	0.347%	882		882	168	1,050
1007- EMERGENCY MED SERV	76	0.242%	615		615	117	732
1010- N.RICHMOND WASTE	7	0.022%	57		57	11	67
1012- HILLTOP LANDSCAPE MAINT DIST	237	0.755%	1,918		1,918	365	2,283
1013- FIRE DEPT HAZMAT GRANT	10	0.032%	81		81	15	96
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	272	0.867%	2,201		2,201	419	2,620
1017- CHEVRON MODERNIZATN PROJ & CIA	193	0.615%	1,562		1,562	297	1,859
1018- RENT CONTROL	160	0.510%	1,295		1,295	247	1,541
1019- SBI RMRA CAP IMPROVEMENT	23	0.073%	186		186	35	222
1050- CR-PLANNING & BUILDING	826	2.633%	6,684		6,684	1,273	7,957
1051- CR-ENGINEERING	213	0.679%	1,724		1,724	328	2,052
1053- CODE ENFORCEMENT-CR	1	0.003%	8		8	2	10
1054- ENGINEERING GRANTS	49	0.156%	397		397	76	472
1055- ENCROACHMENTS SVCS	43	0.137%	348		348	66	414
1200- COR HOUSING ADMINISTRATION	61	0.194%	494		494	94	588
1201- CDBG	9	0.029%	73		73	14	87
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	583	1.858%	4,718		4,718	899	5,616
1207- NEIGHBORHOOD STAB(CITY)	2	0.006%	16		16	3	19
1208- SUCCESSOR HOUSING AGENCY	3	0.010%	24		24	5	29
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-176- Accounts Payable

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	38	0.121%	308	-	308	59	366
1304- EMERGENCY OPE & DISASTR RECVRY	585	1.864%	4,734	-	4,734	902	5,636
2001- GENERAL CAPITAL FUND	34	0.108%	275	-	275	52	328
2002- MEASURE J	82	0.261%	664	-	664	126	790
2110- IMPACT FEE - PARK	1	0.003%	8	-	8	2	10
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	19	0.061%	154	-	154	29	183
2113- IMPACT FEE - FIRE	6	0.019%	49	-	49	9	58
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	8	0.025%	65	-	65	12	77
2116- IMPACT FEE - PARKS/OPEN	1	0.003%	8	-	8	2	10
2117- IMPACT FEE - LIBRARY	5	0.016%	40	-	40	8	48
2119- IMPACT FEE - STORM DRAINAGE	6	0.019%	49	-	49	9	58
2120- IMPACT FEE - WASTEWATER	2	0.006%	16	-	16	3	19
2125- IRON TRIANGLE/EPA PROGRAMS	8	0.025%	65	-	65	12	77
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	279	0.889%	2,258	-	2,258	430	2,688
4003- WASTEWATER	803	2.559%	6,498	-	6,498	1,238	7,736
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	116	0.370%	939	-	939	179	1,118
4008- KCRT - CABLE TELEVIS	111	0.354%	898	-	898	171	1,069
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	12	0.038%	97	-	97	18	116
4201- RHA-CAPITAL FUND	32	0.102%	259	-	259	49	308
4401- RHA-HACIENDA	52	0.166%	421	-	421	80	501
4404- RHA-NEVIN PLAZA	742	2.365%	6,005	-	6,005	1,144	7,148
4405- RHA-NYSTROM VILLAGE	560	1.785%	4,532	-	4,532	863	5,395
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	315	1.004%	2,549	-	2,549	485	3,035
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	216	0.688%	1,748	-	1,748	333	2,081
5003- EQUIPMENT SERVICES	86	0.274%	696	-	696	133	829
5005- CAD DISPATCH SYSTEM	16	0.051%	129	-	129	25	154
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	3	0.010%	24	-	24	5	29
6005- SEAVER GALLERY TRUST FUND	1	0.003%	8	-	8	2	10
6007- SENIOR TRUST DEPOSIT	15	0.048%	121	-	121	23	145
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-176- Accounts Payable

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	156	0.497%	1,262	-	1,262	240	1,503
6103- SA - CAPITAL PROJECT FUNDS	91	0.290%	736	-	736	140	877
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	982	3.130%	7,947	-	7,947	1,513	9,460
Total	31,376	100.000%	\$ 253,911	\$ -	\$ 253,911	\$ 47,348	\$ 301,259

Allocation Basis:

FY 20-21 Total Accounts Payable Invoices per Fund/Department

Source of Allocation:

FY 20-21 ap101- invoices by date by org code.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-176- Accounts Payable	Citywide Accounts Payable Services	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	1,125	1,125
0001-141- City Clerk	1,408	1,408
0001-151- City Attorney	1,190	1,190
0001-171- Finance Administration	1,206	1,206
0001-172- Accounting	73	73
0001-173- Budget/Operating	81	81
0001-174- Payroll	-	-
0001-175- Treasury/Cash Management	218	218
0001-176- Accounts Payable	-	-
0001-177- Rev Collection	414	414
0001-178- Purchasing	77	77
0001-181- Human Resources	2,880	2,880
0001-232- Facility Maintenance and Administration	51,830	51,830
0001-235- Equipment Services/Fleet Services	21,811	21,811
0001-261- Information Technology Administration	1,705	1,705
0001-262- Telecommunications	9,952	9,952
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	829	829
0001-907, 908- Non-Departmental	63,371	63,371
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	173	173
0001-105- COUNCIL/CITY COUNCIL DIV	1,397	1,397
0001-121- POLICE COMMISSION DIV	67	67
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,079	1,079
0001-191- GF-POLICE ADMIN DIV	16,705	16,705
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	308	308
0001-194- GF-POLICE-COPS GRANT	-	-
0001-196- GF-POLICE/REGULATORY	58	58
0001-197- CAD DISPATCH SYST/COMM POL DIV	173	173
0001-199- GF-PARKING ENFORCEMENT DIV	-	-
0001-201- GF-FIRE/ADMIN DIV	125	125
0001-202- GF-FIRE/SUPRESSN DIV	-	-
0001-203- GF-FIRE PREVENTION DIV	1,329	1,329
0001-204- GF-FIRE/ SUPPORT DIV	1,956	1,956
0001-205- GF-FIRE/TRAINING DIV	106	106
0001-206- GF-FIRE/OF. OF EMS DIV	96	96
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,021	1,021
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	944	944
0001-231- GF-PW ADMIN-DIV	1,628	1,628
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	11,060	11,060
0001-234- IT GIS	2,505	2,505

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-176- Accounts Payable		Citywide Accounts Payable Services	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)		1,474	1,474
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)		77	77
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)		212	212
0001-241- GF-LIB&CL SVC/L-ADM DIV		1,243	1,243
0001-242- GF-LS/REF SVCS(S-DIV)		6,002	6,002
0001-243- GF-LIB&CL SVCS/LEAP DIV		173	173
0001-244- GF-LIB&CL SVC/P-ART DIV		125	125
0001-251- GF-RECREATION ADM DIV		1,570	1,570
0001-253- CM&NB/BOOKER T CTR (S-DIV)		2,466	2,466
0001-255- GF-CM TRANSPORTATN OPERATIONS		231	231
0001-254- GF-REC/SPCL EVENTS (S-DIV)		703	703
0001-256- RECREATION SVCS/AQUATICS		568	568
0001-257- RECREATION SVCS/CONVENTION CTR		135	135
0001-259- RECREATION SVCS/PLUNGE		337	337
0001-260- RECREATION SVCS/CITIES OF SRVC		376	376
0001-291- GF-ADMINISTRATIVE SERVICES		385	385
0001-292- GF-STREET SWEEPING		376	376
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL		366	366
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL		289	289
0001-364- GF-ECON DEV/PUBLIC ART DIV		202	202
0001-369- GF-ECON DEV/REAL ESTATE (DIV)		299	299
0001-371- INTERNAL SERVICES-ADMIN		231	231
0001-910- GF-NON-DEPT/CITY FESTIVAL		-	-
1001- SECURED PENSION OVERRIDE		-	-
1002- STATE GAS TAX		2,399	2,399
1003- TRANSPORTATION OPERATIONS		761	761
1004- ASSET SEIZURE FUND		87	87
1005- LIBRARY FUND		1,696	1,696
1006- OUTSIDE FUNDED SVCS - GRANTS		1,050	1,050
1007- EMERGENCY MED SERV		732	732
1010- N.RICHMOND WASTE		67	67
1012- HILLTOP LANDSCAPE MAINT DIST		2,283	2,283
1013- FIRE DEPT HAZMAT GRANT		96	96
1014- EDA GRANT FUND		-	-
1015- MARINA BAY LNDSCLP&LIGHTDIST FD		2,620	2,620
1017- CHEVRON MODERNIZATN PROJ & CIA		1,859	1,859
1018- RENT CONTROL		1,541	1,541
1019- SBI RMRA CAP IMPROVEMENT		222	222
1050- CR-PLANNING & BUILDING		7,957	7,957
1051- CR-ENGINEERING		2,052	2,052
1053- CODE ENFORCEMENT-CR		10	10
1054- ENGINEERING GRANTS		472	472
1055- ENCROACHMENTS SVCS		414	414
1200- COR HOUSING ADMINISTRATION		588	588
1201- CDBG		87	87
1203- NEIGHBORHOOD STABILIZATION		-	-
1205- EMPLOYMENT & TRAINING		5,616	5,616
1207- NEIGHBORHOOD STAB(CITY)		19	19
1208- SUCCESSOR HOUSING AGNCY		29	29
1209- CAL-HOME		-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-176- Accounts Payable	Accounts Payable Services	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	366	366
1304- EMERGENCY OPE & DISASTR RECVRY	5,636	5,636
2001- GENERAL CAPITAL FUND	328	328
2002- MEASURE J	790	790
2110- IMPACT FEE - PARK	10	10
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	183	183
2113- IMPACT FEE - FIRE	58	58
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	77	77
2116- IMPACT FEE - PARKS/OPEN	10	10
2117- IMPACT FEE - LIBRARY	48	48
2119- IMPACT FEE - STORM DRAINAGE	58	58
2120- IMPACT FEE - WASTEWATER	19	19
2125- IRON TRIANGLE/EPA PROGRAMS	77	77
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	2,688	2,688
4003- WASTEWATER	7,736	7,736
4005- MARINA	-	-
4006- STORM WATER	1,118	1,118
4008- KCRT - CABLE TELEVIS	1,069	1,069
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	116	116
4201- RHA-CAPITAL FUND	308	308
4401- RHA-HACIENDA	501	501
4404- RHA-NEVIN PLAZA	7,148	7,148
4405- RHA-NYSTROM VILLAGE	5,395	5,395
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	3,035	3,035
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	2,081	2,081
5003- EQUIPMENT SERVICES	829	829
5005- CAD DISPATCH SYSTEM	154	154
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	29	29
6005- SEAVR GALLERY TRUST FUND	10	10
6007- SENIOR TRUST DEPOSIT	145	145
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-176- Accounts Payable	Citywide Accounts Payable Services	Total
6058- MARINA WESTSHORE DEB	-	-
6059- COUNTRY CLUB VISTA	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-
6102- SA- ADMINISTRATION	1,503	1,503
6103- SA - CAPITAL PROJECT FUNDS	877	877
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	-
6300- SA-DS HARBOR 98 TAR B	-	-
6304- SA-DS 2003B TAR B	-	-
6305- SA-DS 2004A TAR B 2/3	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	-
6308- SA-DS 2007/10A TAR B	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-
6403- SA-DS LOANS PAYABLE	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-
9102- CITY OF RICHMOND - GFAAG	-	-
AO- ALL OTHER	9,460	9,460
Total	\$ 301,259	\$ 301,259

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-177- Rev Collection

Expense Type	Distribution Percentage		100.00%
	\$	Spread Method	Citywide Revenue Collection
Personnel			
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 119,412	S	\$ 119,412
400003 - SALARIES & WAGES/Local 1021	153,120	S	153,120
400031 - OVERTIME/General	4,564	S	4,564
400048 - OTHER PAY/Bilingual Pay	4,334	S	4,334
400103 - P-ROLL BEN/Medicare Tax-ER Shr	4,132	S	4,132
400105 - P-ROLL BEN/Health Insurance Be	73,618	S	73,618
400106 - P-ROLL BEN/Dental Insurance	7,709	S	7,709
400109 - P-ROLL BEN/Employee Assistance	186	S	186
400110 - P-ROLL BEN/Professional Dev-Mg	750	S	750
400111 - P-ROLL BEN/Vision	901	S	901
400112 - P-ROLL BEN/Life Insurance	794	S	794
400114 - P-ROLL BEN/Long Term Disabilit	2,501	S	2,501
400116 - P-ROLL BEN/Unemployment Ins	1,874	S	1,874
400117 - P-ROLL BEN/Personal/Prof Dev	2,388	S	2,388
400121 - P-ROLL BEN/Worker Comp-Clerica	17,229	S	17,229
400122 - P-ROLL BEN/Worker Comp-Prof	10,669	S	10,669
400127 - P-ROLL BEN/OPEB	11,200	S	11,200
400149 - P-ROLL BEN/PERS-Misc	37,024	S	37,024
400151 - P-ROLL BEN/PERS-Misc (UAL)	107,232	S	107,232
Subtotal Personnel Cost	\$ 559,637		\$ 559,637
Operating Services & Supplies			
400201 - PROF SVCS/Professional Svcs	\$ 142,254	S	\$ 142,254
400261 - DUES & PUB/Membership & Dues	125	S	125
400290 - ADM EXP/Courier-Delivery Svcs	16,554	S	16,554
400592 - COST POOL(CON)-Admin Charges	(274,333)	S	(274,333)
Subtotal Operating Cost	\$ (115,401)		\$ (115,401)
Disallowed Expenses			
400592 - COST POOL(CON)-Admin Charges	\$ 274,333	[1]	\$ 274,333
Subtotal Disallowed Costs	\$ 274,333		\$ 274,333
DEPARTMENTAL EXPENDITURES	\$ 718,569		\$ 718,569
Reallocation of Incoming Costs			
First Allocation	\$ 23,621		\$ 742,191
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ 23,621		\$ 742,191
Second Allocation	\$ 121,857		\$ 121,857
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ 121,857		\$ 121,857
TOTAL FUNCTIONAL COSTS	\$ 864,048		\$ 864,048

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-177- Rev Collection	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 718,569		\$ 718,569
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	2,240	483	2,723
0001-141- City Clerk	2,189	419	2,608
0001-151- City Attorney	4,964	938	5,902
0001-171- Finance Administration	2,150	538	2,688
0001-172- Accounting	4,554	689	5,243
0001-173- Budget/Operating	1,320	269	1,589
0001-174- Payroll	1,976	421	2,398
0001-175- Treasury/Cash Management	3,880	686	4,566
0001-176- Accounts Payable	348	66	414
0001-177- Rev Collection		4,950	4,950
0001-178- Purchasing		-	-
0001-181- Human Resources		10,474	10,474
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		19,533	19,533
0001-261- Information Technology Administration		7,360	7,360
0001-262- Telecommunications		10,081	10,081
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		64,949	64,949
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 23,621	\$ 121,857	\$ 145,478
Total Costs to be Allocated	\$ 742,191	\$ 121,857	\$ 864,048

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-177- Rev Collection

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Revenue Collection Services	12.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	112,454	0.349%	2,591		2,591		2,591
0001-141- City Clerk	235,055	0.730%	5,416		5,416		5,416
0001-151- City Attorney	105,086	0.326%	2,422		2,422		2,422
0001-171- Finance Administration	31,813	0.099%	733		733		733
0001-172- Accounting	3,145	0.010%	72		72		72
0001-173- Budget/Operating	62,638	0.194%	1,443		1,443		1,443
0001-174- Payroll	-	0.000%	-		-		-
0001-175- Treasury/Cash Management	31,004	0.096%	714		714		714
0001-176- Accounts Payable	-	0.000%	-		-		-
0001-177- Rev Collection	214,808	0.667%	4,950		4,950		4,950
0001-178- Purchasing	-	0.000%	-		-	-	-
0001-181- Human Resources	447,720	1.390%	10,317		10,317	1,737	12,054
0001-232- Facility Maintenance and Administration	1,228,687	3.815%	28,313		28,313	4,766	33,080
0001-235- Equipment Services/Fleet Services	700,541	2.175%	16,143		16,143	2,718	18,861
0001-261- Information Technology Administration	873,193	2.711%	20,121		20,121	3,387	23,509
0001-262- Telecommunications	1,176,070	3.651%	27,101		27,101	4,562	31,663
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	87,753	0.272%	2,022		2,022	340	2,363
0001-907, 908- Non-Departmental	1,208,995	3.754%	27,860		27,860	4,690	32,550
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	1,482	0.005%	34		34	6	40
0001-105- COUNCIL/CITY COUNCIL DIV	9,139	0.028%	211		211	35	246
0001-121- POLICE COMMISSION DIV	66	0.000%	2		2	0	2
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	62,697	0.195%	1,445		1,445	243	1,688
0001-191- GF-POLICE ADMIN DIV	3,354,699	10.416%	77,304		77,304	13,014	90,318
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	1,337	0.004%	31		31	5	36
0001-197- CAD DISPATCH SYST/COMM POL DIV	25,392	0.079%	585		585	99	684
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	6,500	0.020%	150		150	25	175
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	43,978	0.137%	1,013		1,013	171	1,184
0001-204- GF-FIRE/ SUPPORT DIV	76,583	0.238%	1,765		1,765	297	2,062
0001-205- GF-FIRE/TRAINING DIV	416	0.001%	10		10	2	11
0001-206- GF-FIRE/OF. OF EMS DIV	800	0.002%	18		18	3	22
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	75,047	0.233%	1,729		1,729	291	2,020
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	174,387	0.541%	4,019		4,019	677	4,695
0001-231- GF-PW ADMIN-DIV	482,746	1.499%	11,124		11,124	1,873	12,997
0001-233- GF-PRKS&LNSKIP/PRKS (S-DIV)	314,787	0.977%	7,254		7,254	1,221	8,475
0001-234- IT GIS	24,954	0.077%	575		575	97	672
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	25,952	0.081%	598		598	101	699
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	2,118	0.007%	49		49	8	57
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	24,811	0.077%	572		572	96	668

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-177- Rev Collection

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	47,047	0.146%	1,084		1,084	183	1,267
0001-242- GF-LS/REF SVCS(S-DIV)	215,112	0.668%	4,957		4,957	834	5,791
0001-243- GF-LIB&CL SVCS/LEAP DIV	6,608	0.021%	152		152	26	178
0001-244- GF-LIB&CL SVC/P-ART DIV	22,994	0.071%	530		530	89	619
0001-251- GF-RECREATION ADM DIV	23,878	0.074%	550		550	93	643
0001-253- CM&NB/BOOKER T CTR (S-DIV)	11,453	0.036%	264		264	44	308
0001-255- GF-CM TRANSPORTATN OPERATIONS	1,243	0.004%	29		29	5	33
0001-254- GF-REC/SPCL EVENTS (S-DIV)	187	0.001%	4		4	1	5
0001-256- RECREATION SVCS/AQUATICS	2,454	0.008%	57		57	10	66
0001-257- RECREATION SVCS/CONVENTION CTR	2,738	0.008%	63		63	11	74
0001-259- RECREATION SVCS/PLUNGE	1,527	0.005%	35		35	6	41
0001-260- RECREATION SVCS/CITIES OF SRVC	30,838	0.096%	711		711	120	830
0001-291- GF-ADMINISTRATIVE SERVICES	23,166	0.072%	534		534	90	624
0001-292- GF-STREET SWEEPING	1,884	0.006%	43		43	7	51
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	17,614	0.055%	406		406	68	474
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	126,910	0.394%	2,924		2,924	492	3,417
0001-364- GF-ECON DEV/PUBLIC ART DIV	24,148	0.075%	556		556	94	650
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	68,527	0.213%	1,579		1,579	266	1,845
0001-371- INTERNAL SERVICES-ADMIN	26,699	0.083%	615		615	104	719
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	1,358,550	4.218%	31,306		31,306	5,270	36,576
1003- TRANSPORTATION OPERATIONS	44,339	0.138%	1,022		1,022	172	1,194
1004- ASSET SEIZURE FUND	37,811	0.117%	871		871	147	1,018
1005- LIBRARY FUND	28,742	0.089%	662		662	112	774
1006- OUTSIDE FUNDED SVCS - GRANTS	326,953	1.015%	7,534		7,534	1,268	8,803
1007- EMERGENCY MED SERV	53,928	0.167%	1,243		1,243	209	1,452
1010- N.RICHMOND WASTE	660	0.002%	15		15	2.56	18
1012- HILLTOP LANDSCAPE MAINT DIST	111,023	0.345%	2,558		2,558	431	2,989
1013- FIRE DEPT HAZMAT GRANT	19,840	0.062%	457		457	77	534
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	46,688	0.145%	1,076		1,076	181	1,257
1017- CHEVRON MODERNIZATN PROJ & CIA	785,388	2.438%	18,098		18,098	3,047	21,145
1018- RENT CONTROL	28,345	0.088%	653		653	110	763
1019- SBI RMRA CAP IMPROVEMENT	89,741	0.279%	2,068		2,068	348	2,416
1050- CR-PLANNING & BUILDING	4,338,861	13.471%	99,983		99,983	16,832	116,815
1051- CR-ENGINEERING	101,265	0.314%	2,334		2,334	393	2,726
1053- CODE ENFORCEMENT-CR	5,043	0.016%	116		116	20	136
1054- ENGINEERING GRANTS	216,561	0.672%	4,990		4,990	840.10	5,830
1055- ENCROACHMENTS SVCS	17,613	0.055%	406		406	68	474
1200- COR HOUSING ADMINISTRATION	34,702	0.108%	800		800	135	934
1201- CDBG	51,254	0.159%	1,181		1,181	199	1,380
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	331,312	1.029%	7,635		7,635	1,285	8,920
1207- NEIGHBORHOOD STAB(CITY)	13,455	0.042%	310		310	52	362
1208- SUCCESSOR HOUSING AGENCY	6,213	0.019%	143		143	24	167
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	151,882	0.472%	3,500		3,500	589	4,089
1304- EMERGENCY OPE & DISASTR RECVRY	457,232	1.420%	10,536		10,536	1,774	12,310
2001- GENERAL CAPITAL FUND	684,607	2.126%	15,776		15,776	2,656	18,432

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-177- Rev Collection

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	1,080,867	3.356%	24,907		24,907	4,193	29,100
2110- IMPACT FEE - PARK	15,000	0.047%	346		346	58	404
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	84,645	0.263%	1,951		1,951	328	2,279
2113- IMPACT FEE - FIRE	35,977	0.112%	829		829	140	969
2114- IMPACT FEE - POLICE	-	0.000%	-		-	-	-
2115- IMPACT FEE - COMM/AQUATC	245,653	0.763%	5,661		5,661	953	6,614
2116- IMPACT FEE - PARKS/OPEN	48,359	0.150%	1,114		1,114	188	1,302
2117- IMPACT FEE - LIBRARY	-	0.000%	-		-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-		-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-		-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	203,124	0.631%	4,681		4,681	788	5,469
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-		-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-		-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-		-	-	-
4001- PORT OF RICHMOND	502,969	1.562%	11,590		11,590	1,951	13,541
4003- WASTEWATER	1,433,083	4.449%	33,023		33,023	5,559	38,583
4005- MARINA	-	0.000%	-		-	-	-
4006- STORM WATER	377,796	1.173%	8,706		8,706	1,466	10,171
4008- KCRT - CABLE TELEVIS	2,418	0.008%	56		56	9	65
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-		-	-	-
4102- RHA-HOPE 6	-	0.000%	-		-	-	-
4201- RHA-CAPITAL FUND	99,426	0.309%	2,291		2,291	386	2,677
4401- RHA-HACIENDA	-	0.000%	-		-	-	-
4404- RHA-NEVIN PLAZA	624	0.002%	14		14	2	17
4405- RHA-NYSTROM VILLAGE	-	0.000%	-		-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-		-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-		-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-		-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	15,767	0.049%	363		363	61	424
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-		-	-	-
5001- INSURANCE RESERVES	2,381,121	7.393%	54,869		54,869	9,237	64,107
5003- EQUIPMENT SERVICES	2,180,511	6.770%	50,247		50,247	8,459	58,706
5005- CAD DISPATCH SYSTEM	1,200	0.004%	28		28	5	32
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-		-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	115	0.000%	3		3	0	3
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	5,829	0.018%	134		134	23	157
6047- CERTBT PLAN FUND	-	0.000%	-		-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-		-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-		-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-		-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-		-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-		-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-		-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-		-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-		-	-	-
6102- SA- ADMINISTRATION	50,949	0.158%	1,174		1,174	198	1,372
6103- SA - CAPITAL PROJECT FUNDS	703,253	2.183%	16,205		16,205	2,728	18,934

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-177- Rev Collection

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	1,515,598	4.706%	34,925	-	34,925	5,879	40,804
Total	\$ 32,208,170	100.000%	\$ 742,191	\$ -	\$ 742,191	\$ 121,857	\$ 864,048

Allocation Basis:

FY 20-21 Total Revenues Received per Fund/Department

Source of Allocation:

ap017 - check register extract 7.01.21-6.30.21.xls

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-177- Rev Collection	Citywide Revenue Collection Services	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	2,591	2,591
0001-141- City Clerk	5,416	5,416
0001-151- City Attorney	2,422	2,422
0001-171- Finance Administration	733	733
0001-172- Accounting	72	72
0001-173- Budget/Operating	1,443	1,443
0001-174- Payroll	-	-
0001-175- Treasury/Cash Management	714	714
0001-176- Accounts Payable	-	-
0001-177- Rev Collection	4,950	4,950
0001-178- Purchasing	-	-
0001-181- Human Resources	12,054	12,054
0001-232- Facility Maintenance and Administration	33,080	33,080
0001-235- Equipment Services/Fleet Services	18,861	18,861
0001-261- Information Technology Administration	23,509	23,509
0001-262- Telecommunications	31,663	31,663
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	2,363	2,363
0001-907, 908- Non-Departmental	32,550	32,550
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	40	40
0001-105- COUNCIL/CITY COUNCIL DIV	246	246
0001-121- POLICE COMMISSION DIV	2	2
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,688	1,688
0001-191- GF-POLICE ADMIN DIV	90,318	90,318
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	-
0001-194- GF-POLICE-COPS GRANT	-	-
0001-196- GF-POLICE/REGULATORY	36	36
0001-197- CAD DISPATCH SYST/COMM POL DIV	684	684
0001-199- GF-PARKING ENFORCEMENT DIV	-	-
0001-201- GF-FIRE/ADMIN DIV	175	175
0001-202- GF-FIRE/SUPRESSN DIV	-	-
0001-203- GF-FIRE PREVENTION DIV	1,184	1,184
0001-204- GF-FIRE/ SUPPORT DIV	2,062	2,062
0001-205- GF-FIRE/TRAINING DIV	11	11
0001-206- GF-FIRE/OF. OF EMS DIV	22	22
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	2,020	2,020
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	4,695	4,695
0001-231- GF-PW ADMIN-DIV	12,997	12,997
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	8,475	8,475

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-177- Rev Collection	Citywide Revenue Collection Services	Total
0001-234- IT GIS	672	672
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	699	699
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	57	57
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	668	668
0001-241- GF-LIB&CL SVC/L-ADM DIV	1,267	1,267
0001-242- GF-LS/REF SVCS(S-DIV)	5,791	5,791
0001-243- GF-LIB&CL SVCS/LEAP DIV	178	178
0001-244- GF-LIB&CL SVC/P-ART DIV	619	619
0001-251- GF-RECREATION ADM DIV	643	643
0001-253- CM&NB/BOOKER T CTR (S-DIV)	308	308
0001-255- GF-CM TRANSPORTATN OPERATIONS	33	33
0001-254- GF-REC/SPCL EVENTS (S-DIV)	5	5
0001-256- RECREATION SVCS/AQUATICS	66	66
0001-257- RECREATION SVCS/CONVENTION CTR	74	74
0001-259- RECREATION SVCS/PLUNGE	41	41
0001-260- RECREATION SVCS/CITIES OF SRVC	830	830
0001-291- GF-ADMINISTRATIVE SERVICES	624	624
0001-292- GF-STREET SWEEPING	51	51
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	474	474
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	3,417	3,417
0001-364- GF-ECON DEV/PUBLIC ART DIV	650	650
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	1,845	1,845
0001-371- INTERNAL SERVICES-ADMIN	719	719
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	36,576	36,576
1003- TRANSPORTATION OPERATIONS	1,194	1,194
1004- ASSET SEIZURE FUND	1,018	1,018
1005- LIBRARY FUND	774	774
1006- OUTSIDE FUNDED SVCS - GRANTS	8,803	8,803
1007- EMERGENCY MED SERV	1,452	1,452
1010- N.RICHMOND WASTE	18	18
1012- HILLTOP LANDSCAPE MAINT DIST	2,989	2,989
1013- FIRE DEPT HAZMAT GRANT	534	534
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,257	1,257
1017- CHEVRON MODERNIZATN PROJ & CIA	21,145	21,145
1018- RENT CONTROL	763	763
1019- SBI RMRA CAP IMPROVEMENT	2,416	2,416
1050- CR-PLANNING & BUILDING	116,815	116,815
1051- CR-ENGINEERING	2,726	2,726
1053- CODE ENFORCEMENT-CR	136	136
1054- ENGINEERING GRANTS	5,830	5,830
1055- ENCROACHMENTS SVCS	474	474
1200- COR HOUSING ADMINISTRATION	934	934
1201- CDBG	1,380	1,380
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	8,920	8,920
1207- NEIGHBORHOOD STAB(CITY)	362	362

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-177- Rev Collection	Citywide Revenue Collection Services	Total
1208- SUCCESSOR HOUSING AGENCY	167	167
1209- CAL-HOME	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	4,089	4,089
1304- EMERGENCY OPE & DISASTR RECVRY	12,310	12,310
2001- GENERAL CAPITAL FUND	18,432	18,432
2002- MEASURE J	29,100	29,100
2110- IMPACT FEE - PARK	404	404
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	2,279	2,279
2113- IMPACT FEE - FIRE	969	969
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	6,614	6,614
2116- IMPACT FEE - PARKS/OPEN	1,302	1,302
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	5,469	5,469
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	13,541	13,541
4003- WASTEWATER	38,583	38,583
4005- MARINA	-	-
4006- STORM WATER	10,171	10,171
4008- KCRT - CABLE TELEVIS	65	65
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	2,677	2,677
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	17	17
4405- RHA-NYSTROM VILLAGE	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	424	424
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	64,107	64,107
5003- EQUIPMENT SERVICES	58,706	58,706
5005- CAD DISPATCH SYSTEM	32	32
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	3	3
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	157	157
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-177- Rev Collection	Citywide Revenue Collection Services	Total
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-
6058- MARINA WESTSHORE DEB	-	-
6059- COUNTRY CLUB VISTA	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-
6102- SA- ADMINISTRATION	1,372	1,372
6103- SA - CAPITAL PROJECT FUNDS	18,934	18,934
6208- SA-CIP 07B TAR BND PRCD S-HSG	-	-
6300- SA-DS HARBOR 98 TAR B	-	-
6304- SA-DS 2003B TAR B	-	-
6305- SA-DS 2004A TAR B 2/3	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	-
6308- SA-DS 2007/10A TAR B	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-
6403- SA-DS LOANS PAYABLE	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-
9102- CITY OF RICHMOND - GFAAG	-	-
AO- ALL OTHER	40,804	40,804
Total	\$ 864,048	\$ 864,048

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-178- Purchasing

Expense Type	Distribution Percentage		100.00%
	\$	Spread Method	Citywide Purchasing
Personnel			
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 104,879	S	\$ 104,879
400003 - SALARIES & WAGES/Local 1021	85,605	S	85,605
400031 - OVERTIME/General	230	S	230
400048 - OTHER PAY/Bilingual Pay	2,387	S	2,387
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(2,051)	S	(2,051)
400103 - P-ROLL BEN/Medicare Tax-ER Shr	2,822	S	2,822
400105 - P-ROLL BEN/Health Insurance Be	49,304	S	49,304
400106 - P-ROLL BEN/Dental Insurance	3,628	S	3,628
400109 - P-ROLL BEN/Employee Assistance	87	S	87
400110 - P-ROLL BEN/Professional Dev-Mg	750	S	750
400111 - P-ROLL BEN/Vision	424	S	424
400112 - P-ROLL BEN/Life Insurance	503	S	503
400114 - P-ROLL BEN/Long Term Disabilit	1,694	S	1,694
400116 - P-ROLL BEN/Unemployment Ins	882	S	882
400117 - P-ROLL BEN/Personal/Prof Dev	310	S	310
400121 - P-ROLL BEN/Worker Comp-Clerica	9,536	S	9,536
400122 - P-ROLL BEN/Worker Comp-Prof	9,360	S	9,360
400127 - P-ROLL BEN/OPEB	7,772	S	7,772
400149 - P-ROLL BEN/PERS-Misc	25,753	S	25,753
400151 - P-ROLL BEN/PERS-Misc (UAL)	50,462	S	50,462
Subtotal Personnel Cost	\$ 354,337		\$ 354,337
Operating Services & Supplies			
400201 - PROF SVCS/Professional Svcs	\$ 18,675	S	\$ 18,675
400246 - TRAVEL & TRNG/Registration Fee	570	S	570
400261 - DUES & PUB/Membership & Dues	839	S	839
400592 - COST POOL/(CON)-Admin Charges	(43,668)	S	(43,668)
Subtotal Operating Cost	\$ (23,584)		\$ (23,584)
Disallowed Expenses			
400592 - COST POOL/(CON)-Admin Charges	\$ 43,668	[1]	\$ 43,668
Subtotal Disallowed Costs	\$ 43,668		\$ 43,668
DEPARTMENTAL EXPENDITURES	\$ 374,421		\$ 374,421
Reallocation of Incoming Costs			
First Allocation	\$ 8,096		\$ 382,517
Unallocated Costs	\$ -		\$ -
Subtotal of First Allocation	\$ 8,096		\$ 382,517
Second Allocation	\$ 56,784		\$ 56,784
Unallocated Costs	\$ -		\$ -
Subtotal of Second Allocation	\$ 56,784		\$ 56,784
TOTAL FUNCTIONAL COSTS	\$ 439,301		\$ 439,301

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-178- Purchasing	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 374,421		\$ 374,421
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	988	213	1,200
0001-141- City Clerk	959	184	1,143
0001-151- City Attorney	2,182	412	2,594
0001-171- Finance Administration	1,120	280	1,400
0001-172- Accounting	1,304	198	1,501
0001-173- Budget/Operating	688	140	828
0001-174- Payroll	790	169	959
0001-175- Treasury/Cash Management	-	-	-
0001-176- Accounts Payable	65	12	77
0001-177- Rev Collection	-	-	-
0001-178- Purchasing	-	-	-
0001-181- Human Resources		5,197	5,197
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		7,813	7,813
0001-261- Information Technology Administration		3,680	3,680
0001-262- Telecommunications		4,033	4,033
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		34,453	34,453
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 8,096	\$ 56,784	\$ 64,880
Total Costs to be Allocated	\$ 382,517	\$ 56,784	\$ 439,301

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-178- Purchasing

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Purchasing Services	13.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	400	3.926%	15,017		15,017		15,017
0001-141- City Clerk	-	0.000%	-		-		-
0001-151- City Attorney	101	0.991%	3,792		3,792		3,792
0001-171- Finance Administration	2,114	20.748%	79,364		79,364		79,364
0001-172- Accounting	-	0.000%	-		-		-
0001-173- Budget/Operating	-	0.000%	-		-		-
0001-174- Payroll	-	0.000%	-		-		-
0001-175- Treasury/Cash Management	-	0.000%	-		-		-
0001-176- Accounts Payable	-	0.000%	-		-		-
0001-177- Rev Collection	-	0.000%	-		-		-
0001-178- Purchasing	-	0.000%	-		-		-
0001-181- Human Resources	-	0.000%	-		-	-	-
0001-232- Facility Maintenance and Administration	196	1.924%	7,358		7,358	1,469	8,828
0001-235- Equipment Services/Fleet Services	246	2.414%	9,235		9,235	1,844	11,080
0001-261- Information Technology Administration	671	6.586%	25,191		25,191	5,031	30,221
0001-262- Telecommunications	-	0.000%	-		-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-		-	-	-
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	-	0.000%	-		-	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	59	0.579%	2,215		2,215	442	2,657
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	-	0.000%	-		-	-	-
0001-192- GF-POLICE-PATROL/CIB	48	0.471%	1,802		1,802	360	2,162
0001-193- GF-POLICE/CRIME PREVENTION	2	0.020%	75		75	15	90
0001-194- GF-POLICE-COPS GRANT	3	0.029%	113		113	22	135
0001-196- GF-POLICE/REGULATORY	3	0.029%	113		113	22	135
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	-	0.000%	-		-	-	-
0001-202- GF-FIRE/SUPRESSN DIV	3	0.029%	113		113	22	135
0001-203- GF-FIRE PREVENTION DIV	14	0.137%	526		526	105	631
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	53	0.520%	1,990		1,990	397	2,387
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	0.000%	-		-	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	-	0.000%	-		-	-	-
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	3	0.029%	113		113	22	135

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-178- Purchasing

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	44	0.432%	1,652		1,652	330	1,982
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-		-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	-	0.000%	-		-	-	-
0001-242- GF-LS/REF SVCS(S-DIV)	104	1.021%	3,904		3,904	780	4,684
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	0.000%	-		-	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	45	0.442%	1,689		1,689	337	2,027
0001-251- GF-RECREATION ADM DIV	-	0.000%	-		-	-	-
0001-253- CM&NB/BOOKER T CTR (S-DIV)	120	1.178%	4,505		4,505	900	5,405
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-		-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	42	0.412%	1,577		1,577	315	1,892
0001-256- RECREATION SVCS/AQUATICS	9	0.088%	338		338	67	405
0001-257- RECREATION SVCS/CONVENTION CTR	30	0.294%	1,126		1,126	225	1,351
0001-259- RECREATION SVCS/PLUNGE	28	0.275%	1,051		1,051	210	1,261
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-		-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-		-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-		-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-		-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	127	1.246%	4,768		4,768	952	5,720
1003- TRANSPORTATION OPERATIONS	45	0.442%	1,689		1,689	337	2,027
1004- ASSET SEIZURE FUND	47	0.461%	1,764		1,764	352	2,117
1005- LIBRARY FUND	95	0.932%	3,567		3,567	712	4,279
1006- OUTSIDE FUNDED SVCS - GRANTS	444	4.358%	16,669		16,669	3,329	19,997
1007- EMERGENCY MED SERV	17	0.167%	638		638	127	766
1010- N.RICHMOND WASTE	58	0.569%	2,177		2,177	435	2,612
1012- HILLTOP LANDSCAPE MAINT DIST	36	0.353%	1,352		1,352	270	1,621
1013- FIRE DEPT HAZMAT GRANT	58	0.569%	2,177		2,177	435	2,612
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	29	0.285%	1,089		1,089	217	1,306
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	-	0.000%	-		-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	180	1.767%	6,758		6,758	1,349	8,107
1051- CR-ENGINEERING	67	0.658%	2,515		2,515	502	3,018
1053- CODE ENFORCEMENT-CR	131	1.286%	4,918		4,918	982	5,900
1054- ENGINEERING GRANTS	37	0.363%	1,389		1,389	277	1,666
1055- ENCROACHMENTS SVCS	-	0.000%	-		-	-	-
1200- COR HOUSING ADMINISTRATION	4	0.039%	150		150	30	180
1201- CDBG	141	1.384%	5,293		5,293	1,057	6,351
1203- NEIGHBORHOOD STABILIZATION	6	0.059%	225		225	45	270
1205- EMPLOYMENT & TRAINING	345	3.386%	12,952		12,952	2,587	15,539
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-178- Purchasing

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	-	0.000%	-	-	-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	324	3.180%	12,164		12,164	2,429	14,593
2002- MEASURE J	110	1.080%	4,130		4,130	825	4,954
2110- IMPACT FEE - PARK	100	0.981%	3,754		3,754	750	4,504
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	11	0.108%	413		413	82	495
2113- IMPACT FEE - FIRE	8	0.079%	300		300	60	360
2114- IMPACT FEE - POLICE	13	0.128%	488		488	97	586
2115- IMPACT FEE - COMM/AQUATC	11	0.108%	413		413	82	495
2116- IMPACT FEE - PARKS/OPEN	39	0.383%	1,464		1,464	292	1,757
2117- IMPACT FEE - LIBRARY	20	0.196%	751		751	150	901
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	1	0.010%	38		38	7	45
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	282	2.768%	10,587		10,587	2,114	12,701
4003- WASTEWATER	227	2.228%	8,522		8,522	1,702	10,224
4005- MARINA	4	0.039%	150		150	30	180
4006- STORM WATER	58	0.569%	2,177		2,177	435	2,612
4008- KCRT - CABLE TELEVIS	21	0.206%	788		788	157	946
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	210	2.061%	7,884		7,884	1,574	9,458
5003- EQUIPMENT SERVICES	736	7.223%	27,631		27,631	5,518	33,149
5005- CAD DISPATCH SYSTEM	72	0.707%	2,703		2,703	540	3,243
5006- RMS RECORDS SERVICES	39	0.383%	1,464		1,464	292	1,757
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-178- Purchasing

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	10	0.098%	375	-	375	75	450
6103- SA - CAPITAL PROJECT FUNDS	57	0.559%	2,140	-	2,140	427	2,567
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	1,631	16.007%	61,231	-	61,231	12,228	73,459
Total	10,189	100.000%	\$ 382,517	\$ -	\$ 382,517	\$ 56,784	\$ 439,301

Allocation Basis: FY 20-21 Total PO's per Fund/Department

Source of Allocation: fy 20-21 purchasing docs by fund by org_nbs.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-178- Purchasing	Citywide Purchasing Services	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	15,017	15,017
0001-141- City Clerk	-	-
0001-151- City Attorney	3,792	3,792
0001-171- Finance Administration	79,364	79,364
0001-172- Accounting	-	-
0001-173- Budget/Operating	-	-
0001-174- Payroll	-	-
0001-175- Treasury/Cash Management	-	-
0001-176- Accounts Payable	-	-
0001-177- Rev Collection	-	-
0001-178- Purchasing	-	-
0001-181- Human Resources	-	-
0001-232- Facility Maintenance and Administration	8,828	8,828
0001-235- Equipment Services/Fleet Services	11,080	11,080
0001-261- Information Technology Administration	30,221	30,221
0001-262- Telecommunications	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	-	-
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	2,657	2,657
0001-121- POLICE COMMISSION DIV	-	-
0001-132- CM-SPECIAL PROJES/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	-
0001-191- GF-POLICE ADMIN DIV	-	-
0001-192- GF-POLICE-PATROL/CIB	2,162	2,162
0001-193- GF-POLICE/CRIME PREVENTION	90	90
0001-194- GF-POLICE-COPS GRANT	135	135
0001-196- GF-POLICE/REGULATORY	135	135
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	-
0001-201- GF-FIRE/ADMIN DIV	-	-
0001-202- GF-FIRE/SUPPRESSN DIV	135	135
0001-203- GF-FIRE PREVENTION DIV	631	631
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	2,387	2,387
0001-206- GF-FIRE/OF. OF EMS DIV	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	-	-
0001-233- GF-PRKS&LNDKSKP/PRKS (S-DIV)	135	135
0001-234- IT GIS	1,982	1,982

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-178- Purchasing	Citywide Purchasing Services	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	-	-
0001-242- GF-LS/REF SVCS(S-DIV)	4,684	4,684
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	2,027	2,027
0001-251- GF-RECREATION ADM DIV	-	-
0001-253- CM&NB/BOOKER T CTR (S-DIV)	5,405	5,405
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	1,892	1,892
0001-256- RECREATION SVCS/AQUATICS	405	405
0001-257- RECREATION SVCS/CONVENTION CTR	1,351	1,351
0001-259- RECREATION SVCS/PLUNGE	1,261	1,261
0001-260- RECREATION SVCS/CITIES OF SRVC	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	5,720	5,720
1003- TRANSPORTATION OPERATIONS	2,027	2,027
1004- ASSET SEIZURE FUND	2,117	2,117
1005- LIBRARY FUND	4,279	4,279
1006- OUTSIDE FUNDED SVCS - GRANTS	19,997	19,997
1007- EMERGENCY MED SERV	766	766
1010- N.RICHMOND WASTE	2,612	2,612
1012- HILLTOP LANDSCAPE MAINT DIST	1,621	1,621
1013- FIRE DEPT HAZMAT GRANT	2,612	2,612
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,306	1,306
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	8,107	8,107
1051- CR-ENGINEERING	3,018	3,018
1053- CODE ENFORCEMENT-CR	5,900	5,900
1054- ENGINEERING GRANTS	1,666	1,666
1055- ENCROACHMENTS SVCS	-	-
1200- COR HOUSING ADMINISTRATION	180	180
1201- CDBG	6,351	6,351
1203- NEIGHBORHOOD STABILIZATION	270	270
1205- EMPLOYMENT & TRAINING	15,539	15,539
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGENCY	-	-
1209- CAL-HOME	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-178- Purchasing	Citywide Purchasing Services	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	14,593	14,593
2002- MEASURE J	4,954	4,954
2110- IMPACT FEE - PARK	4,504	4,504
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	495	495
2113- IMPACT FEE - FIRE	360	360
2114- IMPACT FEE - POLICE	586	586
2115- IMPACT FEE - COMM/AQUATC	495	495
2116- IMPACT FEE - PARKS/OPEN	1,757	1,757
2117- IMPACT FEE - LIBRARY	901	901
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	45	45
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	12,701	12,701
4003- WASTEWATER	10,224	10,224
4005- MARINA	180	180
4006- STORM WATER	2,612	2,612
4008- KCRT - CABLE TELEVIS	946	946
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	-	-
4405- RHA-NYSTROM VILLAGE	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	9,458	9,458
5003- EQUIPMENT SERVICES	33,149	33,149
5005- CAD DISPATCH SYSTEM	3,243	3,243
5006- RMS RECORDS SERVICES	1,757	1,757
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-178- Purchasing	Citywide Purchasing Services	Total
6058- MARINA WESTSHORE DEB	-	-
6059- COUNTRY CLUB VISTA	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-
6102- SA- ADMINISTRATION	450	450
6103- SA - CAPITAL PROJECT FUNDS	2,567	2,567
6208- SA-CIP 07B TAR BND PRCDs-HSG	-	-
6300- SA-DS HARBOR 98 TAR B	-	-
6304- SA-DS 2003B TAR B	-	-
6305- SA-DS 2004A TAR B 2/3	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	-
6308- SA-DS 2007/10A TAR B	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-
6403- SA-DS LOANS PAYABLE	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-
9102- CITY OF RICHMOND - GFAAG	-	-
AO- ALL OTHER	73,459	73,459
Total	\$ 439,301	\$ 439,301

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-181- Human Resources

Expense Type	\$	Distribution Percentage Spread Method	50.00% System-wide Support A	50.00% System-wide Support B
Personnel				
400001 - SALARIES & WAGES/Executive	\$ 306,843	S	153,422	\$ 153,422
400002 - SALARIES & WAGES/Mgmt-Local 21	445,604	S	222,802	222,802
400003 - SALARIES & WAGES/Local 1021	62,325	S	31,163	31,163
400006 - SALARIES & WAGES/PT- Temp	74,465	S	37,232	37,232
400031 - OVERTIME/General	2,435	S	1,217	1,217
400048 - OTHER PAY/Bilingual Pay	2,405	S	1,203	1,203
400049 - OTHER PAY/Auto Allowance	700	S	350	350
400103 - P-ROLL BEN/Medicare Tax-ER Shr	13,140	S	6,570	6,570
400105 - P-ROLL BEN/Health Insurance Be	131,150	S	65,575	65,575
400106 - P-ROLL BEN/Dental Insurance	12,147	S	6,073	6,073
400109 - P-ROLL BEN/Employee Assistance	293	S	146	146
400110 - P-ROLL BEN/Professional Dev-Mg	6,895	S	3,448	3,448
400111 - P-ROLL BEN/Vision	1,420	S	710	710
400112 - P-ROLL BEN/Life Insurance	2,971	S	1,486	1,486
400114 - P-ROLL BEN/Long Term Disabilit	7,173	S	3,586	3,586
400116 - P-ROLL BEN/Unemployment Ins	3,173	S	1,586	1,586
400121 - P-ROLL BEN/Worker Comp-Clerica	6,943	S	3,471	3,471
400122 - P-ROLL BEN/Worker Comp-Prof	74,008	S	37,004	37,004
400127 - P-ROLL BEN/OPEB	33,211	S	16,605	16,605
400149 - P-ROLL BEN/PERS-Misc	109,003	S	54,502	54,502
400151 - P-ROLL BEN/PERS-Misc (UAL)	171,126	S	85,563	85,563
Subtotal Personnel Cost	\$ 1,467,427		\$ 733,714	\$ 733,714
Operating Services & Supplies				
400201 - PROF SVCS/Professional Svcs	\$ 233,525	S	\$ 116,763	\$ 116,763
400206 - PROF SVCS/Legal Serv Cost	226,982	S	113,491	113,491
400216 - PROF SVCS/Recruitment Svcs	49,850	S	24,925	24,925
400231 - OFF EXP/Postage & Mailing	833	S	417	417
400246 - TRAVEL & TRNG/Registration Fee	2,880	S	1,440	1,440
400261 - DUES & PUB/Membership & Dues	149	S	75	75
400263 - DUES & PUB/Subscription	750	S	375	375
400271 - AD & PROMO/Advertising&Promo	7,388	S	3,694	3,694
400291 - ADM EXP/Recruitment Expenses	6,888	S	3,444	3,444
400304 - RENTAL EXP/Equipment Rental	8,758	S	4,379	4,379
400322 - MISC EXP/Misc Exp	1,754	S	877	877
400341 - OFF SUPP/Office Supplies	5,665	S	2,832	2,832
400538 - CONTRACT SVCS/Oth Cntrctl Svcs	69	S	35	35
400574 - COST POOL/(ISF)-Gen Liability	102,656	S	51,328	51,328
400592 - COST POOL/(CON)-Admin Charges	(204,698)	S	(102,349)	(102,349)
Subtotal Operating Cost	\$ 443,449		\$ 221,725	\$ 221,725

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-181- Human Resources

Expense Type	Distribution Percentage		50.00%	
	\$	Spread Method	System-wide Support A	System-wide Support B
Disallowed Expenses				
400271 - AD & PROMO/Advertising&Promo	\$ (7,388)	[1]	\$ (3,694)	\$ (3,694)
400201 - PROF SVCS/Professional Svcs	(4,000)	[1]	(2,000)	(2,000)
400592 - COST POOL/(CON)-Admin Charges	204,698	[2]	102,349	102,349
Subtotal Disallowed Costs	\$ 193,310		\$ 96,655	\$ 96,655
DEPARTMENTAL EXPENDITURES	\$ 2,104,186		\$ 1,052,093	\$ 1,052,093
Reallocation of Incoming Costs				
First Allocation	\$ 102,045		\$ 1,103,116	\$ 1,103,116
Unallocated Costs	\$ -		\$ -	\$ -
Subtotal of First Allocation	\$ 102,045		\$ 1,103,116	\$ 1,103,116
Second Allocation	\$ 314,903		\$ 157,451	\$ 157,451
Unallocated Costs	\$ -		\$ -	\$ -
Subtotal of Second Allocation	\$ 314,903		\$ 157,451	\$ 157,451
TOTAL FUNCTIONAL COSTS	\$ 2,521,134		\$ 1,260,567	\$ 1,260,567

Notes

[1] Costs not allowable per Title 2 CFR part 200

[2] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-181- Human Resources	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 2,104,186		\$ 2,104,186
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	5,969	1,287	7,255
0001-141- City Clerk	5,823	1,116	6,939
0001-151- City Attorney	43,347	8,701	52,047
0001-171- Finance Administration	6,000	1,502	7,501
0001-172- Accounting	11,261	1,704	12,965
0001-173- Budget/Operating	3,684	752	4,436
0001-174- Payroll	5,138	1,096	6,234
0001-175- Treasury/Cash Management	8,087	1,429	9,517
0001-176- Accounts Payable	2,420	461	2,880
0001-177- Rev Collection	10,317	1,737	12,054
0001-178- Purchasing	-	-	-
0001-181- Human Resources		27,328	27,328
0001-232- Facility Maintenance and Administration		-	-
0001-235- Equipment Services/Fleet Services		50,786	50,786
0001-261- Information Technology Administration		20,852	20,852
0001-262- Telecommunications		26,212	26,212
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		169,941	169,941
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 102,045	\$ 314,903	\$ 416,948
Total Costs to be Allocated	\$ 2,206,232	\$ 314,903	\$ 2,521,134

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support A	14.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	4,925		4,925		4,925
0001-141- City Clerk	4	0.446%	4,925		4,925		4,925
0001-151- City Attorney	11	1.228%	13,543		13,543		13,543
0001-171- Finance Administration	3	0.335%	3,693		3,693		3,693
0001-172- Accounting	7	0.781%	8,618		8,618		8,618
0001-173- Budget/Operating	4	0.446%	4,925		4,925		4,925
0001-174- Payroll	3	0.335%	3,693		3,693		3,693
0001-175- Treasury/Cash Management	4	0.446%	4,925		4,925		4,925
0001-176- Accounts Payable	2	0.223%	2,462		2,462		2,462
0001-177- Rev Collection	5	0.558%	6,156		6,156		6,156
0001-178- Purchasing	2	0.223%	2,462		2,462		2,462
0001-181- Human Resources	13	1.451%	16,005		16,005		16,005
0001-232- Facility Maintenance and Administration	34	3.795%	41,859		41,859	6,419	48,278
0001-235- Equipment Services/Fleet Services	13	1.451%	16,005		16,005	2,454	18,459
0001-261- Information Technology Administration	4	0.446%	4,925		4,925	755	5,680
0001-262- Telecommunications	4	0.446%	4,925		4,925	755	5,680
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	1,231		1,231	189	1,420
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.335%	3,693		3,693	566	4,260
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	13,543		13,543	2,077	15,619
0001-121- POLICE COMMISSION DIV	2	0.223%	2,462		2,462	378	2,840
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	7,387		7,387	1,133	8,520
0001-191- GF-POLICE ADMIN DIV	199	22.210%	245,000		245,000	37,569	282,569
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	2,462		2,462	378	2,840
0001-194- GF-POLICE-COPS GRANT	1	0.112%	1,231		1,231	189	1,420
0001-196- GF-POLICE/REGULATORY	2	0.223%	2,462		2,462	378	2,840
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	32,010		32,010	4,909	36,919
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	1,231		1,231	189	1,420
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	4,925		4,925	755	5,680
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	100,955		100,955	15,481	116,436
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	8,618		8,618	1,322	9,940
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	1,231		1,231	189	1,420
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	2,462		2,462	378	2,840
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	20,930		20,930	3,209	24,139
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	8,618		8,618	1,322	9,940
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	36	4.018%	44,322		44,322	6,796	51,118

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	29	3.237%	35,704		35,704	5,475	41,178
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	19,698		19,698	3,021	22,719
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	1,231		1,231	189	1,420
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	49,246		49,246	7,552	56,798
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	12,312		12,312	1,888	14,199
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	18,467		18,467	2,832	21,299
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	44,322		44,322	6,796	51,118
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	2,462		2,462	378	2,840
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	12,312		12,312	1,888	14,199
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	45,553		45,553	6,985	52,538
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	4,925		4,925	755	5,680
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	1,231		1,231	189	1,420
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	2,462		2,462	378	2,840
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	1,231		1,231	189	1,420
0001-292- GF-STREET SWEEPING	1	0.112%	1,231		1,231	189	1,420
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	3,693		3,693	566	4,260
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	1,231		1,231	189	1,420
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	1,231		1,231	189	1,420
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	2,462		2,462	378	2,840
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	2,462		2,462	378	2,840
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	4,925		4,925	755	5,680
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	16,005		16,005	2,454	18,459
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	12	1.339%	14,774		14,774	2,265	17,039
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	13	1.451%	16,005		16,005	2,454	18,459
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	29,548		29,548	4,531	34,079
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	9,849		9,849	1,510	11,360
1200- COR HOUSING ADMINISTRATION	3	0.335%	3,693		3,693	566	4,260
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	20,930		20,930	3,209	24,139
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	3,693	-	3,693	566	4,260
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	3,693	-	3,693	566	4,260
4003- WASTEWATER	9	1.004%	11,080	-	11,080	1,699	12,780
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	4,925	-	4,925	755	5,680
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	2,462	-	2,462	378	2,840
4405- RHA-NYSTROM VILLAGE	1	0.112%	1,231	-	1,231	189	1,420
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	1,231	-	1,231	189	1,420
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	6,156	-	6,156	944	7,100
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	1,231	-	1,231	189	1,420
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	8,618	-	8,618	1,322	9,940
6051- POLICE & FIRE PENSION	24	2.679%	29,548	-	29,548	4,531	34,079
6052- GARFIELD PENSION FUND	1	0.112%	1,231	-	1,231	189	1,420
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	896	100.000%	\$ 1,103,116	\$ -	\$ 1,103,116	\$ 157,451	\$ 1,260,567

Allocation Basis: FY 20-21 Total FTEs per Fund/Department

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
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0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
System-wide Support B	14.2						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	529,750	0.371%	4,088		4,088		4,088
0001-141- City Clerk	692,194	0.484%	5,341		5,341		5,341
0001-151- City Attorney	1,518,683	1.062%	11,719		11,719		11,719
0001-171- Finance Administration	486,613	0.340%	3,755		3,755		3,755
0001-172- Accounting	956,087	0.669%	7,378		7,378		7,378
0001-173- Budget/Operating	425,042	0.297%	3,280		3,280		3,280
0001-174- Payroll	345,969	0.242%	2,670		2,670		2,670
0001-175- Treasury/Cash Management	507,848	0.355%	3,919		3,919		3,919
0001-176- Accounts Payable	247,478	0.173%	1,910		1,910		1,910
0001-177- Rev Collection	559,637	0.391%	4,318		4,318		4,318
0001-178- Purchasing	354,337	0.248%	2,734		2,734		2,734
0001-181- Human Resources	1,467,427	1.026%	11,323		11,323		11,323
0001-232- Facility Maintenance and Administration	4,284,339	2.997%	33,060		33,060	5,002	38,062
0001-235- Equipment Services/Fleet Services	1,864,527	1.304%	14,388		14,388	2,177	16,564
0001-261- Information Technology Administration	719,413	0.503%	5,551		5,551	840	6,391
0001-262- Telecommunications	729,627	0.510%	5,630		5,630	852	6,482
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	92,387	0.065%	713		713	108	821
0001-907, 908- Non-Departmental	6,901,504	4.828%	53,256		53,256	8,057	61,313
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	522,136	0.365%	4,029		4,029	610	4,639
0001-105- COUNCIL/CITY COUNCIL DIV	417,302	0.292%	3,220		3,220	487	3,707
0001-121- POLICE COMMISSION DIV	61,769	0.043%	477		477	72	549
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	3,586	0.003%	28		28	4	32
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,123,111	0.786%	8,667		8,667	1,311	9,978
0001-191- GF-POLICE ADMIN DIV	40,412,448	28.269%	311,844		311,844	47,181	359,025
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	173,851	0.122%	1,342		1,342	203	1,544
0001-194- GF-POLICE-COPS GRANT	841,525	0.589%	6,494		6,494	982	7,476
0001-196- GF-POLICE/REGULATORY	500,230	0.350%	3,860		3,860	584	4,444
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,640,954	2.547%	28,096		28,096	4,251	32,346
0001-199- GF-PARKING ENFORCEMENT DIV	331,443	0.232%	2,558		2,558	387	2,945
0001-201- GF-FIRE/ADMIN DIV	539,396	0.377%	4,162		4,162	630	4,792
0001-202- GF-FIRE/SUPRESSN DIV	22,897,610	16.017%	176,690		176,690	26,733	203,423
0001-203- GF-FIRE PREVENTION DIV	1,498,392	1.048%	11,562		11,562	1,749	13,312
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	307,742	0.215%	2,375		2,375	359	2,734
0001-206- GF-FIRE/OF. OF EMS DIV	185,584	0.130%	1,432		1,432	217	1,649
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,121,592	0.785%	8,655		8,655	1,309	9,964
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	1,131,805	0.792%	8,734		8,734	1,321	10,055
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	2,997,274	2.097%	23,129		23,129	3,499	26,628

City of Richmond
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0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	2,799,744	1.958%	21,604		21,604	3,269	24,873
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,695,351	1.186%	13,082		13,082	1,979	15,062
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,154,575	2.207%	24,342		24,342	3,683	28,025
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	612,578	0.429%	4,727		4,727	715	5,442
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,659,548	1.161%	12,806		12,806	1,937	14,743
0001-253- CM&NB/BOOKER T CTR (S-DIV)	881,010	0.616%	6,798		6,798	1,029	7,827
0001-255- GF-CM TRANSPORTATN OPERATIONS	9,213	0.006%	71		71	11	82
0001-254- GF-REC/SPCL EVENTS (S-DIV)	592,051	0.414%	4,569		4,569	691	5,260
0001-256- RECREATION SVCS/AQUATICS	172,344	0.121%	1,330		1,330	201	1,531
0001-257- RECREATION SVCS/CONVENTION CTR	344,024	0.241%	2,655		2,655	402	3,056
0001-259- RECREATION SVCS/PLUNGE	164,457	0.115%	1,269		1,269	192	1,461
0001-260- RECREATION SVCS/CITIES OF SRVC	177,243	0.124%	1,368		1,368	207	1,575
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	307,771	0.215%	2,375		2,375	359	2,734
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	352,107	0.246%	2,717		2,717	411	3,128
0001-364- GF-ECON DEV/PUBLIC ART DIV	152,769	0.107%	1,179		1,179	178	1,357
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	406,554	0.284%	3,137		3,137	475	3,612
0001-371- INTERNAL SERVICES-ADMIN	219,305	0.153%	1,692		1,692	256	1,948
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	431,789	0.302%	3,332		3,332	504	3,836
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	963,351	0.674%	7,434		7,434	1,125	8,558
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	728,277	0.509%	5,620		5,620	850	6,470
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	1,776,538	1.243%	13,709		13,709	2,074	15,783
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	3,533,155	2.472%	27,264		27,264	4,125	31,389
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	492,976	0.345%	3,804		3,804	576	4,380
1200- COR HOUSING ADMINISTRATION	200,045	0.140%	1,544		1,544	234	1,777
1201- CDBG	5,717	0.004%	44		44	7	51
1203- NEIGHBORHOOD STABILIZATION	35,576	0.025%	275		275	42	316
1205- EMPLOYMENT & TRAINING	2,299,306	1.608%	17,743		17,743	2,684	20,427
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	212,991	0.149%	1,644		1,644	249	1,892
1209- CAL-HOME	24,821	0.017%	192		192	29	221

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	53,364	0.037%	412		412	62	474
1303- KIDS FIRST INITIATIVE	218,195	0.153%	1,684		1,684	255	1,938
1304- EMERGENCY OPE & DISASTR RECVRY	294,117	0.206%	2,270		2,270	343	2,613
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	-	0.000%	-		-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-		-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-		-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-		-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-		-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-		-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-		-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-		-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-		-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-		-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	26,682	0.019%	206		206	31	237
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-		-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-		-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-		-	-	-
4001- PORT OF RICHMOND	556,193	0.389%	4,292		4,292	649	4,941
4003- WASTEWATER	1,562,165	1.093%	12,054		12,054	1,824	13,878
4005- MARINA	-	0.000%	-		-	-	-
4006- STORM WATER	165,084	0.115%	1,274		1,274	193	1,467
4008- KCRT - CABLE TELEVIS	700,579	0.490%	5,406		5,406	818	6,224
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-		-	-	-
4102- RHA-HOPE 6	-	0.000%	-		-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-		-	-	-
4401- RHA-HACIENDA	-	0.000%	-		-	-	-
4404- RHA-NEVIN PLAZA	198,048	0.139%	1,528		1,528	231	1,759
4405- RHA-NYSTROM VILLAGE	179,907	0.126%	1,388		1,388	210	1,598
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-		-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-		-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-		-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	74,826	0.052%	577		577	87	665
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-		-	-	-
5001- INSURANCE RESERVES	1,610,277	1.126%	12,426		12,426	1,880	14,306
5003- EQUIPMENT SERVICES	-	0.000%	-		-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	2,175,310	1.522%	16,786		16,786	2,540	19,325
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	-	0.000%	-		-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-		-	-	-
6047- CERTBT PLAN FUND	215,063	0.150%	1,660		1,660	251	1,911
6048- OPEB PLAN TRUST	7,011,178	4.904%	54,102		54,102	8,185	62,287
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-		-	-	-
6050- GENERAL PENSION FUND	401,991	0.281%	3,102		3,102	469	3,571
6051- POLICE & FIRE PENSION	1,412,673	0.988%	10,901		10,901	1,649	12,550
6052- GARFIELD PENSION FUND	50,048	0.035%	386		386	58	445
6058- MARINA WESTSHORE DEB	-	0.000%	-		-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-181- Human Resources

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	167,907	0.117%	1,296	-	1,296	196	1,492
6103- SA - CAPITAL PROJECT FUNDS	85,457	0.060%	659	-	659	100	759
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	142,954,862	100.000%	\$ 1,103,116	\$ -	\$ 1,103,116	\$ 157,451	\$ 1,260,567

Allocation Basis:

FY 20-21 Total Salaries and Benefits per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-181- Human Resources		
	System-wide Support A	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	4,925	9,012
0001-141- City Clerk	4,925	10,266
0001-151- City Attorney	13,543	25,262
0001-171- Finance Administration	3,693	7,448
0001-172- Accounting	8,618	15,996
0001-173- Budget/Operating	4,925	8,204
0001-174- Payroll	3,693	6,363
0001-175- Treasury/Cash Management	4,925	8,843
0001-176- Accounts Payable	2,462	4,372
0001-177- Rev Collection	6,156	10,474
0001-178- Purchasing	2,462	5,197
0001-181- Human Resources	16,005	27,328
0001-232- Facility Maintenance and Administration	48,278	86,340
0001-235- Equipment Services/Fleet Services	18,459	35,024
0001-261- Information Technology Administration	5,680	12,071
0001-262- Telecommunications	5,680	12,162
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	1,420	2,241
0001-907, 908- Non-Departmental	-	61,313
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	4,260	8,899
0001-105- COUNCIL/CITY COUNCIL DIV	15,619	19,327
0001-121- POLICE COMMISSION DIV	2,840	3,389
0001-132- CM-SPCIAL PROJES/ENVIRONMENTAL	-	32
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	8,520	18,497
0001-191- GF-POLICE ADMIN DIV	282,569	641,594
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2,840	4,384
0001-194- GF-POLICE-COPS GRANT	1,420	8,896
0001-196- GF-POLICE/REGULATORY	2,840	7,284
0001-197- CAD DISPATCH SYST/COMM POL DIV	36,919	69,265
0001-199- GF-PARKING ENFORCEMENT DIV	1,420	4,364
0001-201- GF-FIRE/ADMIN DIV	5,680	10,472
0001-202- GF-FIRE/SUPPRESSN DIV	116,436	319,858
0001-203- GF-FIRE PREVENTION DIV	9,940	23,251
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	1,420	4,154
0001-206- GF-FIRE/OF. OF EMS DIV	2,840	4,489
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	24,139	34,103
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	9,940	19,995
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	51,118	77,746
0001-234- IT GIS	41,178	66,051

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-181- Human Resources		
	System-wide Support A	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	22,719	37,781
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1,420	1,420
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	56,798	84,823
0001-242- GF-LS/REF SVCS(S-DIV)	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	14,199	19,642
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	21,299	36,043
0001-253- CM&NB/BOOKER T CTR (S-DIV)	51,118	58,945
0001-255- GF-CM TRANSPORTATN OPERATIONS	2,840	2,922
0001-254- GF-REC/SPCL EVENTS (S-DIV)	14,199	19,459
0001-256- RECREATION SVCS/AQUATICS	52,538	54,069
0001-257- RECREATION SVCS/CONVENTION CTR	5,680	8,736
0001-259- RECREATION SVCS/PLUNGE	1,420	2,881
0001-260- RECREATION SVCS/CITIES OF SRVC	2,840	4,415
0001-291- GF-ADMINISTRATIVE SERVICES	1,420	1,420
0001-292- GF-STREET SWEEPING	1,420	1,420
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	4,260	6,994
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,420	4,548
0001-364- GF-ECON DEV/PUBLIC ART DIV	1,420	2,777
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2,840	6,452
0001-371- INTERNAL SERVICES-ADMIN	2,840	4,788
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	5,680	9,516
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	18,459	27,018
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	17,039	23,509
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	18,459	34,242
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	34,079	65,467
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	11,360	15,739
1200- COR HOUSING ADMINISTRATION	4,260	6,037
1201- CDBG	-	51
1203- NEIGHBORHOOD STABILIZATION	-	316
1205- EMPLOYMENT & TRAINING	24,139	44,566
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGENCY	-	1,892
1209- CAL-HOME	-	221

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-181- Human Resources		
	System-wide Support A	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	474
1303- KIDS FIRST INITIATIVE	4,260	6,198
1304- EMERGENCY OPE & DISASTR RECVRY	-	2,613
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	237
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	4,260	9,201
4003- WASTEWATER	12,780	26,658
4005- MARINA	-	-
4006- STORM WATER	-	1,467
4008- KCRT - CABLE TELEVIS	5,680	11,904
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	2,840	4,599
4405- RHA-NYSTROM VILLAGE	1,420	3,018
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1,420	2,085
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	7,100	21,405
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	1,420	1,420
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	19,325
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	1,911
6048- OPEB PLAN TRUST	-	62,287
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	9,940	13,511
6051- POLICE & FIRE PENSION	34,079	46,629
6052- GARFIELD PENSION FUND	1,420	1,865

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-181- Human Resources				
			System-wide Support A	Total
6058- MARINA WESTSHORE DEB			-	-
6059- COUNTRY CLUB VISTA			-	-
6060- REASSESSMENT DISTRICT 2003-1			-	-
6101- SA-PROPERTY TAX TRUST FUND			-	-
6102- SA- ADMINISTRATION			-	1,492
6103- SA - CAPITAL PROJECT FUNDS			-	759
6208- SA-CIP 07B TAR BND PRCDs-HSG			-	-
6300- SA-DS HARBOR 98 TAR B			-	-
6304- SA-DS 2003B TAR B			-	-
6305- SA-DS 2004A TAR B 2/3			-	-
6306- SA-DS 2004A TAR B -1/3 HSING			-	-
6307- SA-DS 2004B TAR B - HOUSING			-	-
6308- SA-DS 2007/10A TAR B			-	-
6309- SA-DS 2007/10B TAR B - HOUSING			-	-
6401- SA-DS 2014A NON-TAXABLE BONDS			-	-
6402- SA-DS 2014B TAXABLE BONDS			-	-
6403- SA-DS LOANS PAYABLE			-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new			-	-
6405- SA-DS 2021B TAXABLE BONDS is new			-	-
6996- SUCCESSOR AGENCY - GLTDAG			-	-
9102- CITY OF RICHMOND - GFAAG			-	-
AO- ALL OTHER			-	-
Total			\$ 1,260,567	\$ 2,521,134

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-232- Facility Maintenance and Administration

Expense Type	\$	Spread Method	General Admin	Citywide Facility Maintenance	City Infrastructure Maintenance
Personnel					
01232131 - Facilities Maintenance Admin.					
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 92,991	D	\$ 92,991		
400003 - SALARIES & WAGES/Local 1021	41,413	D	41,413		
400031 - OVERTIME/General	325	D	325		
400042 - OTHER PAY/Stand By	846	D	846		
400048 - OTHER PAY/Bilingual Pay	1,800	D	1,800		
400049 - OTHER PAY/Auto Allowance	3,000	D	3,000		
400066 - OTHER PAY/Assign Diff-non-PERS	2,810	D	2,810		
400103 - P-ROLL BEN/Medicare Tax-ER Shr	1,766	D	1,766		
400105 - P-ROLL BEN/Health Insurance Be	34,134	D	34,134		
400106 - P-ROLL BEN/Dental Insurance	2,721	D	2,721		
400109 - P-ROLL BEN/Employee Assistance	66	D	66		
400110 - P-ROLL BEN/Professional Dev-Mg	2,213	D	2,213		
400111 - P-ROLL BEN/Vision	318	D	318		
400112 - P-ROLL BEN/Life Insurance	407	D	407		
400114 - P-ROLL BEN/Long Term Disabilit	1,388	D	1,388		
400116 - P-ROLL BEN/Unemployment Ins	661	D	661		
400117 - P-ROLL BEN/Personal/Prof Dev	750	D	750		
400121 - P-ROLL BEN/Worker Comp-Clerica	4,613	D	4,613		
400122 - P-ROLL BEN/Worker Comp-Prof	8,288	D	8,288		
400127 - P-ROLL BEN/OPEB	5,471	D	5,471		
400149 - P-ROLL BEN/PERS-Misc	18,252	D	18,252		
400151 - P-ROLL BEN/PERS-Misc (UAL)	38,183	D	38,183		
01232231 - STNRY Engineers					
400002 - SALARIES & WAGES/Mgmt-Local 21	99,968	D		99,968	
400003 - SALARIES & WAGES/Local 1021	302,112	D		302,112	
400031 - OVERTIME/General	14,428	D		14,428	
400042 - OTHER PAY/Stand By	20,741	D		20,741	
400048 - OTHER PAY/Bilingual Pay	5,028	D		5,028	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	6,479	D		6,479	
400105 - P-ROLL BEN/Health Insurance Be	109,903	D		109,903	
400106 - P-ROLL BEN/Dental Insurance	8,918	D		8,918	
400109 - P-ROLL BEN/Employee Assistance	215	D		215	
400110 - P-ROLL BEN/Professional Dev-Mg	750	D		750	
400111 - P-ROLL BEN/Vision	1,042	D		1,042	
400112 - P-ROLL BEN/Life Insurance	789	D		789	
400114 - P-ROLL BEN/Long Term Disabilit	3,047	D		3,047	
400116 - P-ROLL BEN/Unemployment Ins	2,168	D		2,168	
400117 - P-ROLL BEN/Personal/Prof Dev	2,807	D		2,807	
400121 - P-ROLL BEN/Worker Comp-Clerica	7,489	D		7,489	
400122 - P-ROLL BEN/Worker Comp-Prof	8,917	D		8,917	
400123 - P-ROLL BEN/Workr Comp-Ser/Main	34,387	D		34,387	
400127 - P-ROLL BEN/OPEB	16,450	D		16,450	
400149 - P-ROLL BEN/PERS-Misc	54,780	D		54,780	
400151 - P-ROLL BEN/PERS-Misc (UAL)	123,716	D		123,716	
01232331 - Building Services					
400003 - SALARIES & WAGES/Local 1021	308,019	D		308,019	
400048 - OTHER PAY/Bilingual Pay	1,540	D		1,540	
400066 - OTHER PAY/Assign Diff-non-PERS	5,390	D		5,390	

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-232- Facility Maintenance and Administration

Expense Type	\$	Spread Method	General Admin	Citywide Facility Maintenance	City Infrastructure Maintenance
400103 - P-ROLL BEN/Medicare Tax-ER Shr	4,614	D		4,614	
400105 - P-ROLL BEN/Health Insurance Be	81,542	D		81,542	
400106 - P-ROLL BEN/Dental Insurance	7,255	D		7,255	
400109 - P-ROLL BEN/Employee Assistance	175	D		175	
400111 - P-ROLL BEN/Vision	848	D		848	
400112 - P-ROLL BEN/Life Insurance	418	D		418	
400114 - P-ROLL BEN/Long Term Disabilit	1,936	D		1,936	
400116 - P-ROLL BEN/Unemployment Ins	1,763	D		1,763	
400117 - P-ROLL BEN/Personal/Prof Dev	3,250	D		3,250	
400123 - P-ROLL BEN/Workr Comp-Maint	45,094	D		45,094	
400127 - P-ROLL BEN/OPEB	12,634	D		12,634	
400149 - P-ROLL BEN/PERS-Misc	42,094	D		42,094	
400151 - P-ROLL BEN/PERS-Misc (UAL)	100,924	D		100,924	
01232431 - Utilities					
400002 - SALARIES & WAGES/Mgmt-Local 21	86,496	D		86,496	
400003 - SALARIES & WAGES/Local 1021	617,960	D		617,960	
400006 - SALARIES & WAGES/PT- Temp	64,871	D		64,871	
400031 - OVERTIME/General	113,790	D		113,790	
400042 - OTHER PAY/Stand By	13,192	D		13,192	
400043 - OTHER PAY/Acting Pay - General	460	D		460	
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(22,959)	D		(22,959)	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	13,044	D		13,044	
400105 - P-ROLL BEN/Health Insurance Be	160,361	D		160,361	
400106 - P-ROLL BEN/Dental Insurance	19,348	D		19,348	
400109 - P-ROLL BEN/Employee Assistance	466	D		466	
400111 - P-ROLL BEN/Vision	2,261	D		2,261	
400112 - P-ROLL BEN/Life Insurance	1,338	D		1,338	
400114 - P-ROLL BEN/Long Term Disabilit	6,197	D		6,197	
400116 - P-ROLL BEN/Unemployment Ins	5,474	D		5,474	
400117 - P-ROLL BEN/Personal/Prof Dev	2,477	D		2,477	
400122 - P-ROLL BEN/Worker Comp-Prof	7,703	D		7,703	
400123 - P-ROLL BEN/Workr Comp-Maint	99,506	D		99,506	
400127 - P-ROLL BEN/OPEB	28,926	D		28,926	
400130 - P-ROLL BEN/PARS Benefits	751	D		751	
400149 - P-ROLL BEN/PERS-Misc	96,351	D		96,351	
400151 - P-ROLL BEN/PERS-Misc (UAL)	275,439	D		275,439	
01232531 - Electric					
400002 - SALARIES & WAGES/Mgmt-Local 21	99,968	D			99,968
400003 - SALARIES & WAGES/Local 1021	378,942	D			378,942
400031 - OVERTIME/General	18,221	D			18,221
400042 - OTHER PAY/Stand By	23,019	D			23,019
400043 - OTHER PAY/Acting Pay - General	1,728	D			1,728
400048 - OTHER PAY/Bilingual Pay	887	D			887
400080 - COMP ABSENCES/WC-Maintenance	9,591	D			9,591
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(60)	D			(60)
400103 - P-ROLL BEN/Medicare Tax-ER Shr	7,866	D			7,866
400105 - P-ROLL BEN/Health Insurance Be	113,312	D			113,312
400106 - P-ROLL BEN/Dental Insurance	11,064	D			11,064
400109 - P-ROLL BEN/Employee Assistance	266	D			266
400110 - P-ROLL BEN/Professional Dev-Mg	750	D			750

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-232- Facility Maintenance and Administration

Expense Type	\$	Spread Method	General Admin	Citywide Facility Maintenance	City Infrastructure Maintenance
400111 - P-ROLL BEN/Vision	1,293	D			1,293
400112 - P-ROLL BEN/Life Insurance	912	D			912
400114 - P-ROLL BEN/Long Term Disabilit	3,658	D			3,658
400116 - P-ROLL BEN/Unemployment Ins	2,689	D			2,689
400117 - P-ROLL BEN/Personal/Prof Dev	3,750	D			3,750
400118 - P-ROLL BEN/WC-Injury Appointmt	3,888	D			3,888
400121 - P-ROLL BEN/Worker Comp-Clerica	2,154	D			2,154
400122 - P-ROLL BEN/Worker Comp-Prof	8,917	D			8,917
400123 - P-ROLL BEN/Workr Comp-Maint	54,501	D			54,501
400127 - P-ROLL BEN/OPEB	20,121	D			20,121
400149 - P-ROLL BEN/PERS-Misc	66,734	D			66,734
400151 - P-ROLL BEN/PERS-Misc (UAL)	152,672	D			152,672
01292531 - Electric ECIP					
400031 - OVERTIME/General	-	D			-
400042 - OTHER PAY/Stand By	-	D			-
400043 - OTHER PAY/Acting Pay - General	-	D			-
400103 - P-ROLL BEN/Medicare Tax-ER Shr	-	D			-
400105 - P-ROLL BEN/Health Insurance Be	-	D			-
400106 - P-ROLL BEN/Dental Insurance	-	D			-
400109 - P-ROLL BEN/Employee Assistance	-	D			-
400111 - P-ROLL BEN/Vision	-	D			-
400112 - P-ROLL BEN/Life Insurance	-	D			-
400116 - P-ROLL BEN/Unemployment Ins	-	D			-
400117 - P-ROLL BEN/Personal/Prof Dev	-	D			-
400149 - P-ROLL BEN/PERS-Misc	-	D			-
400151 - P-ROLL BEN/PERS-Misc (UAL)	-	D			-
Subtotal Personnel Cost	\$ 4,284,339		\$ 262,414	\$ 3,035,082	\$ 986,843
Operating Services & Supplies					
01232131 - Facilities Maintenance Admin.					
400201 - PROF SVCS/Professional Svcs	\$ 19,750	D	19,750		
400243 - TRAVEL & TRNG/Conf, Mtng Trng	100	D	100		
400245 - TRAVEL & TRNG/Tuition Rmb/Cert	267	D	267		
400293 - ADM EXP/Fees & Permit Exp	8,215	D	8,215		
400304 - RENTAL EXP/Equipment Rental	4,479	D	4,479		
400322 - MISC EXP/Misc Exp	230	D	230		
400341 - OFF SUPP/Office Supplies	1,652	D	1,652		
400381 - CLOTH & O SUPP/Cloth& Pers Sup	852	D	852		
400384 - CLOTH & O SUPP/Sty Mat & Supp	876	D	876		
400385 - CLOTH & O SUPP/Bldgng Mnt Sup	6,877	D	6,877		
400401 - UTILITIES/Tel & Telegraph	9,370	D	9,370		
400403 - UTILITIES/Water	165,893	D	165,893		
400405 - UTILITIES/Gas & Fuel Heat Exp	339,523	D	339,523		
400503 - EQPT SERVS/DC-EQUIP & PARTS	1,112	D	1,112		
400504 - EQPT SERVS/Direct Chgs-Eq Svcs	10,812	D	10,812		
400538 - CONTRACT SVCS/Oth Cntrcl Svcs	-	D	-		
400592 - COST POOL/(CON)-Admin Charges	(642,141)	D	(642,141)		
400701 - CAP OUTLAY/Capital Impr>5,000	14,500	D	14,500		
01232231 - STNRY Engineers					
400242 - TRAVEL & TRNG/Mileage	1,108	D		1,108	
400243 - TRAVEL & TRNG/Conf, Mtng Trng	1,140	D		1,140	

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-232- Facility Maintenance and Administration

Expense Type	\$	Spread Method	General Admin	Citywide Facility Maintenance	City Infrastructure Maintenance
400304 - RENTAL EXP/Equipment Rental	1,734	D		1,734	
400381 - CLOTH & O SUPP/Cloth& Pers Sup	3,430	D		3,430	
400382 - CLOTH & O SUPP/Sml Tool & Inst	54,193	D		54,193	
400384 - CLOTH & O SUPP/Sfty Mat & Supp	1,886	D		1,886	
400385 - CLOTH & O SUPP/Bldging Mnt Sup	12,473	D		12,473	
400524 - SERVICES/Bldg R/M Services	121,749	D		121,749	
01232331 - Building Services					
400201 - PROF SVCS/Professional Svcs	8,600	D		8,600	
400261 - DUES & PUB/Membership & Dues	255	D		255	
400304 - RENTAL EXP/Equipment Rental	4,404	D		4,404	
400381 - CLOTH & O SUPP/Cloth& Pers Sup	7,269	D		7,269	
400382 - CLOTH & O SUPP/Sml Tool & Inst	4,870	D		4,870	
400384 - CLOTH & O SUPP/Sfty Mat & Supp	6,785	D		6,785	
400385 - CLOTH & O SUPP/Bldging Mnt Sup	27,556	D		27,556	
400524 - SERVICES/Bldg R/M Services	96,272	D		96,272	
400538 - CONTRACT SVCS/Oth Cntrctl Svcs	1,161	D		1,161	
400708 - CAP OUTLAY/Cap Prj In Progress	6,465	D		6,465	
01232431 - Utilities					
400243 - TRAVEL & TRNG/Conf, Mtng Trng	145	D		145	
400341 - OFF SUPP/Office Supplies	1,572	D		1,572	
400381 - CLOTH & O SUPP/Cloth& Pers Sup	8,670	D		8,670	
400382 - CLOTH & O SUPP/Sml Tool & Inst	6,367	D		6,367	
400383 - CLOTH & O SUPP/Hsehold-Janitor	88,991	D		88,991	
400384 - CLOTH & O SUPP/Sfty Mat & Supp	3,535	D		3,535	
01232531 - Electric					
400201 - PROF SVCS/Professional Svcs	18,799	D			18,799
400218 - PROF SVCS/Security Svcs	81,735	D			81,735
400242 - TRAVEL & TRNG/Mileage	2,420	D			2,420
400261 - DUES & PUB/Membership & Dues	3,780	D			3,780
400322 - MISC EXP/Misc Exp	230	D			230
400341 - OFF SUPP/Office Supplies	1,655	D			1,655
400381 - CLOTH & O SUPP/Cloth& Pers Sup	3,182	D			3,182
400382 - CLOTH & O SUPP/Sml Tool & Inst	73,765	D			73,765
400384 - CLOTH & O SUPP/Sfty Mat & Supp	8,475	D			8,475
400401 - UTILITIES/Tel & Telegraph	4,801	D			4,801
400402 - UTILITIES/Electricity & Power	2,278,859	D			2,278,859
400521 - SERVICES/R & M Vandalism	123,415	D			123,415
400538 - CONTRACT SVCS/Oth Cntrctl Svcs	118,447	D			118,447
400571 - COST POOL/(ISF)-Veh Replacemnt	115,000	D			115,000
400671 - CAP LEASES/Lease Pymnt Prin	390,183	D			390,183
400672 - CAP LEASES/Lease Pymnt Int	67,538	D			67,538
400751 - DEBT SERV EXP/Principal Pymnt	207,742	D			207,742
400752 - DEBT SERV EXP/Interest Payment	48,356	D			48,356
400772 - DEBT SERV EXP/Fed Subsidy	(17,631)	D			(17,631)
01292531 - Electric ECIP					
400382 - CLOTH & O SUPP/Sml Tool & Inst	-	D			-
400401 - UTILITIES/Tel & Telegraph	-	D			-
400772 - DEBT SERV EXP/Fed Subsidy	-	D			-
400772 - DEBT SERV EXP/Fed Subsidy	-	D			-
Subtotal Operating Cost	\$ 3,943,747		\$ (57,633)	\$ 470,629	\$ 3,530,751

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-232- Facility Maintenance and Administration

Expense Type	\$	Spread Method	General Admin	Citywide Facility Maintenance	City Infrastructure Maintenance
Disallowed Expenses					
01232131 - Facilities Maintenance Admin.					
400592 - COST POOL/(CON)-Admin Charges	\$ 642,141	[1]	\$ 642,141	\$ -	\$ -
Subtotal Disallowed Costs	\$ 642,141		\$ 642,141	\$ -	\$ -
DEPARTMENTAL EXPENDITURES	\$ 8,870,227		\$ 846,923	\$ 3,505,710	\$ 4,517,594
Reallocation of General Admin					
G/A Reallocation	Distribution Percentage			44%	56%
Subtotal G/A Reallocation			\$ (846,923)	\$ 370,055	\$ 476,867
Reallocation of Incoming Costs					
First Allocation	\$ 497,708			\$ 4,093,234	\$ 5,274,701
Unallocated Costs	\$ -			\$ -	\$ -
Subtotal of First Allocation	\$ 497,708			\$ 4,093,234	\$ 5,274,701
Second Allocation	\$ 808,867			\$ 353,427	\$ 455,440
Unallocated Costs	\$ -			\$ -	\$ -
Subtotal of Second Allocation	\$ 808,867			\$ 353,427	\$ 455,440
TOTAL FUNCTIONAL COSTS	\$ 10,176,802			\$ 4,446,661	\$ 5,730,141

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-232- Facility Maintenance and Administration	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 8,870,227		\$ 8,870,227
Incoming Costs			
BLDG- Building Use	\$ 116,579	\$ -	\$ 116,579
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	18,673	4,025	22,698
0001-141- City Clerk	18,036	3,455	21,491
0001-151- City Attorney	75,154	14,768	89,922
0001-171- Finance Administration	24,393	6,106	30,498
0001-172- Accounting	40,132	6,074	46,206
0001-173- Budget/Operating	14,980	3,056	18,036
0001-174- Payroll	13,437	2,866	16,303
0001-175- Treasury/Cash Management	22,195	3,922	26,116
0001-176- Accounts Payable	43,538	8,292	51,830
0001-177- Rev Collection	28,313	4,766	33,080
0001-178- Purchasing	7,358	1,469	8,828
0001-181- Human Resources	74,920	11,421	86,340
0001-232- Facility Maintenance and Administration		22,771	22,771
0001-235- Equipment Services/Fleet Services		132,826	132,826
0001-261- Information Technology Administration		35,571	35,571
0001-262- Telecommunications		68,554	68,554
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		478,925	478,925
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 497,708	\$ 808,867	\$ 1,306,575
Total Costs to be Allocated	\$ 9,367,935	\$ 808,867	\$ 10,176,802

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-232- Facility Maintenance and Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Facility Maintenance Services	15.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	-	0.000%	-		-		-
0001-141- City Clerk	-	0.000%	-		-		-
0001-151- City Attorney	-	0.000%	-		-		-
0001-171- Finance Administration	-	0.000%	-		-		-
0001-172- Accounting	-	0.000%	-		-		-
0001-173- Budget/Operating	-	0.000%	-		-		-
0001-174- Payroll	-	0.000%	-		-		-
0001-175- Treasury/Cash Management	-	0.000%	-		-		-
0001-176- Accounts Payable	-	0.000%	-		-		-
0001-177- Rev Collection	-	0.000%	-		-		-
0001-178- Purchasing	-	0.000%	-		-		-
0001-181- Human Resources	-	0.000%	-		-		-
0001-232- Facility Maintenance and Administration	3,000	0.556%	22,771		22,771		22,771
0001-235- Equipment Services/Fleet Services	14,000	2.596%	106,264		106,264	9,227	115,490
0001-261- Information Technology Administration	-	0.000%	-		-	-	-
0001-262- Telecommunications	-	0.000%	-		-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-		-	-	-
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	-	0.000%	-		-	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	-	0.000%	-		-	-	-
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	79,313	14.707%	602,006		602,006	52,270	654,276
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	-	0.000%	-		-	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	-	0.000%	-		-	-	-
0001-202- GF-FIRE/SUPRESSN DIV	48,502	8.994%	368,143		368,143	31,965	400,107
0001-203- GF-FIRE PREVENTION DIV	-	0.000%	-		-	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	0.000%	-		-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	0.000%	-		-	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	4,500	0.834%	34,156		34,156	2,966	37,122
0001-233- GF-PRKS&LNSKIP/PRKS (S-DIV)	9,048	1.678%	68,677		68,677	5,963	74,640
0001-234- IT GIS	8,000	1.483%	60,722		60,722	5,272	65,994
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-		-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-232- Facility Maintenance and Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	37,470	6.948%	284,407		284,407	24,694	309,101
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	0.000%	-		-	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	21,000	3.894%	159,395		159,395	13,840	173,235
0001-251- GF-RECREATION ADM DIV	32,228	5.976%	244,619		244,619	21,240	265,858
0001-253- CM&NB/BOOKER T CTR (S-DIV)	42,245	7.834%	320,650		320,650	27,841	348,491
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-		-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	15,868	2.942%	120,442		120,442	10,458	130,900
0001-256- RECREATION SVCS/AQUATICS	7,500	1.391%	56,927		56,927	4,943	61,870
0001-257- RECREATION SVCS/CONVENTION CTR	40,000	7.417%	303,610		303,610	26,362	329,972
0001-259- RECREATION SVCS/PLUNGE	-	0.000%	-		-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-		-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-		-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-		-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-		-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	76,980	14.275%	584,298		584,298	50,733	635,031
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-		-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-		-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	-	0.000%	-		-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	-	0.000%	-		-	-	-
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-		-	-	-
1200- COR HOUSING ADMINISTRATION	-	0.000%	-		-	-	-
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	31,585	5.857%	239,738		239,738	20,816	260,554
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	-	0.000%	-		-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-		-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-232- Facility Maintenance and Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	-	0.000%	-	-	-	-	-
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-232- Facility Maintenance and Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TARB BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TARB	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TARB	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	68,036	12.616%	516,411	-	516,411	44,838	561,249
Total	539,275	100.000%	\$ 4,093,234	\$ -	\$ 4,093,234	\$ 353,427	\$ 4,446,661

Allocation Basis: FY 20-21 Total Building Square Footage

Source of Allocation:	Building Maintenance Square Footage FY2022-23_032522-AWalton.xlsx
City Infrastructure Maintenance	15.2
Total	\$ - 0.000% \$ - \$ - \$ - \$ - \$ -

Allocation Basis: Not Allocated

Source of Allocation: N/A

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-232- Facility Maintenance and Administration	Citywide Facility Maintenance Services	City Infrastructure Maintenance	Total
ALLOCABLE BUDGET UNITS			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	-	-	-
0001-141- City Clerk	-	-	-
0001-151- City Attorney	-	-	-
0001-171- Finance Administration	-	-	-
0001-172- Accounting	-	-	-
0001-173- Budget/Operating	-	-	-
0001-174- Payroll	-	-	-
0001-175- Treasury/Cash Management	-	-	-
0001-176- Accounts Payable	-	-	-
0001-177- Rev Collection	-	-	-
0001-178- Purchasing	-	-	-
0001-181- Human Resources	-	-	-
0001-232- Facility Maintenance and Administration	22,771	-	22,771
0001-235- Equipment Services/Fleet Services	115,490	-	115,490
0001-261- Information Technology Administration	-	-	-
0001-262- Telecommunications	-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	-	-	-
0001-907, 908- Non-Departmental	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-
RECEIVING BUDGET UNITS			
0001-101- OFFICE OF THE MAYOR	-	-	-
0001-105- COUNCIL/CITY COUNCIL DIV	-	-	-
0001-121- POLICE COMMISSION DIV	-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	-	-
0001-191- GF-POLICE ADMIN DIV	654,276	-	654,276
0001-192- GF-POLICE-PATROL/CIB	-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	-	-
0001-194- GF-POLICE-COPS GRANT	-	-	-
0001-196- GF-POLICE/REGULATORY	-	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	-	-
0001-201- GF-FIRE/ADMIN DIV	-	-	-
0001-202- GF-FIRE/SUPPRESSN DIV	400,107	-	400,107
0001-203- GF-FIRE PREVENTION DIV	-	-	-
0001-204- GF-FIRE/ SUPPORT DIV	-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-	-
0001-231- GF-PW ADMIN-DIV	37,122	-	37,122
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	74,640	-	74,640
0001-234- IT GIS	65,994	-	65,994

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-232- Facility Maintenance and Administration	Citywide Facility Maintenance Services	City Infrastructure Maintenance	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	309,101	-	309,101
0001-242- GF-LS/REF SVCS(S-DIV)	-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	173,235	-	173,235
0001-251- GF-RECREATION ADM DIV	265,858	-	265,858
0001-253- CM&NB/BOOKER T CTR (S-DIV)	348,491	-	348,491
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	130,900	-	130,900
0001-256- RECREATION SVCS/AQUATICS	61,870	-	61,870
0001-257- RECREATION SVCS/CONVENTION CTR	329,972	-	329,972
0001-259- RECREATION SVCS/PLUNGE	-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	-	-
0001-292- GF-STREET SWEEPING	-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-
1002- STATE GAS TAX	-	-	-
1003- TRANSPORTATION OPERATIONS	635,031	-	635,031
1004- ASSET SEIZURE FUND	-	-	-
1005- LIBRARY FUND	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-	-
1007- EMERGENCY MED SERV	-	-	-
1010- N.RICHMOND WASTE	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	-	-
1014- EDA GRANT FUND	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-	-
1018- RENT CONTROL	-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	-	-
1050- CR-PLANNING & BUILDING	-	-	-
1051- CR-ENGINEERING	-	-	-
1053- CODE ENFORCEMENT-CR	-	-	-
1054- ENGINEERING GRANTS	-	-	-
1055- ENCROACHMENTS SVCS	-	-	-
1200- COR HOUSING ADMINISTRATION	-	-	-
1201- CDBG	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-	-
1205- EMPLOYMENT & TRAINING	260,554	-	260,554
1207- NEIGHBORHOOD STAB(CITY)	-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	-	-
1209- CAL-HOME	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-232- Facility Maintenance and Administration	Citywide Facility Maintenance Services	City Infrastructure Maintenance	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-	-
1303- KIDS FIRST INITIATIVE	-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	-	-
2001- GENERAL CAPITAL FUND	-	-	-
2002- MEASURE J	-	-	-
2110- IMPACT FEE - PARK	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-	-
2113- IMPACT FEE - FIRE	-	-	-
2114- IMPACT FEE - POLICE	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-	-
2117- IMPACT FEE - LIBRARY	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-	-
2120- IMPACT FEE - WASTEWATER	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-	-
3001- DS - 2005 TAXABLE POB	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-	-
3005- DS - 2007 CIVIC CENTER	-	-	-
4001- PORT OF RICHMOND	-	-	-
4003- WASTEWATER	-	-	-
4005- MARINA	-	-	-
4006- STORM WATER	-	-	-
4008- KCRT - CABLE TELEVIS	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-	-
4102- RHA-HOPE 6	-	-	-
4201- RHA-CAPITAL FUND	-	-	-
4401- RHA-HACIENDA	-	-	-
4404- RHA-NEVIN PLAZA	-	-	-
4405- RHA-NYSTROM VILLAGE	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	-	-
5001- INSURANCE RESERVES	-	-	-
5003- EQUIPMENT SERVICES	-	-	-
5005- CAD DISPATCH SYSTEM	-	-	-
5006- RMS RECORDS SERVICES	-	-	-
5008- COMPENSATED ABSENCES	-	-	-
6001- GENERAL TRUST & AGENCY	-	-	-
6004- COMMISSION ON AGING	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	-	-
6007- SENIOR TRUST DEPOSIT	-	-	-
6047- CERTBT PLAN FUND	-	-	-
6048- OPEB PLAN TRUST	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-	-
6050- GENERAL PENSION FUND	-	-	-
6051- POLICE & FIRE PENSION	-	-	-
6052- GARFIELD PENSION FUND	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-232- Facility Maintenance and Administration	Citywide Facility Maintenance Services	City Infrastructure Maintenance	Total
6058- MARINA WESTSHORE DEB	-	-	-
6059- COUNTRY CLUB VISTA	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-
6102- SA- ADMINISTRATION	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	-	-
6304- SA-DS 2003B TAR B	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	-	-
6308- SA-DS 2007/10A TAR B	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	-	-
AO- ALL OTHER	561,249	-	561,249
Total	\$ 4,446,661	\$ -	\$ 4,446,661

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-235- Equipment Services/Fleet Services

Expense Type	Distribution Percentage		100.00%	
	\$	Spread Method	Citywide Fleet Services	
Personnel				
400002 - SALARIES & WAGES/Mgmt-Local 21	\$ 194,641	S	\$ 194,641	
400003 - SALARIES & WAGES/Local 1021	657,162	S	657,162	
400031 - OVERTIME/General	25,378	S	25,378	
400043 - OTHER PAY/Acting Pay - General	3,687	S	3,687	
400048 - OTHER PAY/Bilingual Pay	1,410	S	1,410	
400049 - OTHER PAY/Auto Allowance	3,000	S	3,000	
400080 - COMP ABSENCES/WC-Maintenance	75,172	S	75,172	
400103 - P-ROLL BEN/Medicare Tax-ER Shr	14,065	S	14,065	
400105 - P-ROLL BEN/Health Insurance Be	240,480	S	240,480	
400106 - P-ROLL BEN/Dental Insurance	22,220	S	22,220	
400109 - P-ROLL BEN/Employee Assistance	535	S	535	
400110 - P-ROLL BEN/Professional Dev-Mg	1,500	S	1,500	
400111 - P-ROLL BEN/Vision	2,597	S	2,597	
400112 - P-ROLL BEN/Life Insurance	1,836	S	1,836	
400114 - P-ROLL BEN/Long Term Disabilit	7,018	S	7,018	
400116 - P-ROLL BEN/Unemployment Ins	5,401	S	5,401	
400117 - P-ROLL BEN/Personal/Prof Dev	7,267	S	7,267	
400121 - P-ROLL BEN/Worker Comp-Clerica	7,851	S	7,851	
400122 - P-ROLL BEN/Worker Comp-Prof	17,357	S	17,357	
400123 - P-ROLL BEN/Workr Comp-Maint	98,960	S	98,960	
400127 - P-ROLL BEN/OPEB	38,516	S	38,516	
400149 - P-ROLL BEN/PERS-Misc	125,188	S	125,188	
400151 - P-ROLL BEN/PERS-Misc (UAL)	313,285	S	313,285	
Subtotal Personnel Cost	\$ 1,864,527		\$ 1,864,527	
Operating Services & Supplies				
400209 - PROF SVCS/Computer Sftwr Maint	\$ 50,898	S	\$ 50,898	
400261 - DUES & PUB/Membership & Dues	416	S	416	
400262 - DUES & PUB/Books & Subs	738	S	738	
400304 - RENTAL EXP/Equipment Rental	4,498	S	4,498	
400322 - MISC EXP/Misc Exp	969	S	969	
400341 - OFF SUPP/Office Supplies	5,867	S	5,867	
400362 - RD, VEH SUPL, SERV/Veh Op Sup	206,397	S	206,397	
400365 - RD, VEH SUPL, SERV/Fuel	670,014	S	670,014	
400366 - RD, VEH SUPL, SERV/Oil & Lube	14,388	S	14,388	
400368 - RD,VEH SUPL, SERV/ES Inventory	-	S	-	
400381 - CLOTH & O SUPP/Cloth& Pers Sup	15,214	S	15,214	
400382 - CLOTH & O SUPP/Sml Tool & Inst	12,306	S	12,306	
400401 - UTILITIES/Tel & Telegraph	2,365	S	2,365	
400501 - EQPT SERVS/Equipment R/M Serv	219,428	S	219,428	
400503 - EQPT SERVS/DC-EQUIP & PARTS	167,190	S	167,190	
400535 - CONTRACL SVCS/Environ Studies	3,095	S	3,095	
400592 - COST POOL/(CON)-Admin Charges	(128,999)	S	(128,999)	
400705 - CAP OUTLAY/Auto Equip>5,000	6,835	S	6,835	
Subtotal Operating Cost	\$ 1,251,618		\$ 1,251,618	

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-235- Equipment Services/Fleet Services

Expense Type	Distribution Percentage		100.00%	
	\$	Spread Method	Citywide Fleet Services	
Disallowed Expenses				
400592 - COST POOL/(CON)-Admin Charges	\$ 128,999	[1]	\$ 128,999	
400705 - CAP OUTLAY/Auto Equip>5,000	(6,835)	[2]	(6,835)	
Subtotal Disallowed Costs	\$ 122,165		\$ 122,165	
DEPARTMENTAL EXPENDITURES	\$ 3,238,310		\$ 3,238,310	
Reallocation of Incoming Costs				
First Allocation	\$ 262,034		\$ 3,500,344	
Unallocated Costs	\$ -		\$ -	
Subtotal of First Allocation	\$ 262,034		\$ 3,500,344	
Second Allocation	\$ 327,002		\$ 327,002	
Unallocated Costs	\$ -		\$ -	
Subtotal of Second Allocation	\$ 327,002		\$ 327,002	
TOTAL FUNCTIONAL COSTS	\$ 3,827,346		\$ 3,827,346	

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

[2] Costs not allowable per Title 2 CFR Part 200

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-235- Equipment Services/Fleet Services	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 3,238,310		\$ 3,238,310
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	7,267	1,566	8,833
0001-141- City Clerk	7,013	1,343	8,356
0001-151- City Attorney	16,001	3,020	19,021
0001-171- Finance Administration	9,687	2,425	12,112
0001-172- Accounting	17,969	2,719	20,688
0001-173- Budget/Operating	5,949	1,213	7,163
0001-174- Payroll	5,138	1,096	6,234
0001-175- Treasury/Cash Management	12,654	2,236	14,890
0001-176- Accounts Payable	18,321	3,489	21,811
0001-177- Rev Collection	16,143	2,718	18,861
0001-178- Purchasing	9,235	1,844	11,080
0001-181- Human Resources	30,393	4,631	35,024
0001-232- Facility Maintenance and Administration	106,264	9,227	115,490
0001-235- Equipment Services/Fleet Services		50,786	50,786
0001-261- Information Technology Administration		14,719	14,719
0001-262- Telecommunications		26,212	26,212
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		197,758	197,758
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 262,034	\$ 327,002	\$ 589,036
Total Costs to be Allocated	\$ 3,500,344	\$ 327,002	\$ 3,827,346

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-235- Equipment Services/Fleet Services

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Fleet Services	16.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	15,627		15,627		15,627
0001-141- City Clerk	4	0.446%	15,627		15,627		15,627
0001-151- City Attorney	11	1.228%	42,973		42,973		42,973
0001-171- Finance Administration	3	0.335%	11,720		11,720		11,720
0001-172- Accounting	7	0.781%	27,346		27,346		27,346
0001-173- Budget/Operating	4	0.446%	15,627		15,627		15,627
0001-174- Payroll	3	0.335%	11,720		11,720		11,720
0001-175- Treasury/Cash Management	4	0.446%	15,627		15,627		15,627
0001-176- Accounts Payable	2	0.223%	7,813		7,813		7,813
0001-177- Rev Collection	5	0.558%	19,533		19,533		19,533
0001-178- Purchasing	2	0.223%	7,813		7,813		7,813
0001-181- Human Resources	13	1.451%	50,786		50,786		50,786
0001-232- Facility Maintenance and Administration	34	3.795%	132,826		132,826		132,826
0001-235- Equipment Services/Fleet Services	13	1.451%	50,786		50,786		50,786
0001-261- Information Technology Administration	4	0.446%	15,627		15,627	1,662	17,289
0001-262- Telecommunications	4	0.446%	15,627		15,627	1,662	17,289
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	3,907		3,907	416	4,322
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.335%	11,720		11,720	1,247	12,966
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	42,973		42,973	4,571	47,544
0001-121- POLICE COMMISSION DIV	2	0.223%	7,813		7,813	831	8,644
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	23,440		23,440	2,493	25,933
0001-191- GF-POLICE ADMIN DIV	199	22.210%	777,420		777,420	82,685	860,106
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	7,813		7,813	831	8,644
0001-194- GF-POLICE-COPS GRANT	1	0.112%	3,907		3,907	416	4,322
0001-196- GF-POLICE/REGULATORY	2	0.223%	7,813		7,813	831	8,644
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	101,572		101,572	10,803	112,376
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	3,907		3,907	416	4,322
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	15,627		15,627	1,662	17,289
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	320,344		320,344	34,071	354,415
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	27,346		27,346	2,909	30,255
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	3,907		3,907	416	4,322
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	7,813		7,813	831	8,644
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	66,413		66,413	7,064	73,476
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	27,346		27,346	2,909	30,255
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	36	4.018%	140,639		140,639	14,958	155,597

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-235- Equipment Services/Fleet Services

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	29	3.237%	113,292		113,292	12,050	125,342
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	62,506		62,506	6,648	69,154
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	3,907		3,907	416	4,322
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	156,265		156,265	16,620	172,886
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	39,066		39,066	4,155	43,221
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	58,600		58,600	6,233	64,832
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	140,639		140,639	14,958	155,597
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	7,813		7,813	831	8,644
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	39,066		39,066	4,155	43,221
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	144,545		144,545	15,374	159,919
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	15,627		15,627	1,662	17,289
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	3,907		3,907	416	4,322
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	7,813		7,813	831	8,644
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	3,907		3,907	416	4,322
0001-292- GF-STREET SWEEPING	1	0.112%	3,907		3,907	416	4,322
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	11,720		11,720	1,247	12,966
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	3,907		3,907	416	4,322
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	3,907		3,907	416	4,322
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	7,813		7,813	831	8,644
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	7,813		7,813	831	8,644
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	15,627		15,627	1,662	17,289
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	50,786		50,786	5,402	56,188
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	12	1.339%	46,880		46,880	4,986	51,866
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	13	1.451%	50,786		50,786	5,402	56,188
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	93,759		93,759	9,972	103,731
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	31,253		31,253	3,324	34,577
1200- COR HOUSING ADMINISTRATION	3	0.335%	11,720		11,720	1,247	12,966
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	66,413		66,413	7,064	73,476
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-235- Equipment Services/Fleet Services

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	11,720	-	11,720	1,247	12,966
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	11,720	-	11,720	1,247	12,966
4003- WASTEWATER	9	1.004%	35,160	-	35,160	3,740	38,899
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	15,627	-	15,627	1,662	17,289
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	7,813	-	7,813	831	8,644
4405- RHA-NYSTROM VILLAGE	1	0.112%	3,907	-	3,907	416	4,322
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	3,907	-	3,907	416	4,322
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	19,533	-	19,533	2,078	21,611
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	3,907	-	3,907	416	4,322
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	27,346	-	27,346	2,909	30,255
6051- POLICE & FIRE PENSION	24	2.679%	93,759	-	93,759	9,972	103,731
6052- GARFIELD PENSION FUND	1	0.112%	3,907	-	3,907	416	4,322
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-235- Equipment Services/Fleet Services

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS		0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS		0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE		0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new		0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new		0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG		0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG		0.000%	-	-	-	-	-
AO- ALL OTHER		0.000%	-	-	-	-	-
Total	896	100.000%	\$ 3,500,344	\$ -	\$ 3,500,344	\$ 327,002	\$ 3,827,346

Allocation Basis: FY 20-21 Total FTEs per Fund/Department

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-235- Equipment Services/Fleet Services		Citywide Fleet Services	Total
ALLOCABLE BUDGET UNITS			
BLDG- Building Use	\$	-	\$ -
EQUIP- Equipment Use		-	-
0001-131- City Manager's Office		15,627	15,627
0001-141- City Clerk		15,627	15,627
0001-151- City Attorney		42,973	42,973
0001-171- Finance Administration		11,720	11,720
0001-172- Accounting		27,346	27,346
0001-173- Budget/Operating		15,627	15,627
0001-174- Payroll		11,720	11,720
0001-175- Treasury/Cash Management		15,627	15,627
0001-176- Accounts Payable		7,813	7,813
0001-177- Rev Collection		19,533	19,533
0001-178- Purchasing		7,813	7,813
0001-181- Human Resources		50,786	50,786
0001-232- Facility Maintenance and Administration		132,826	132,826
0001-235- Equipment Services/Fleet Services		50,786	50,786
0001-261- Information Technology Administration		17,289	17,289
0001-262- Telecommunications		17,289	17,289
0001-263- IT/Mailroom and Duplication, GIS, ERP and D		4,322	4,322
0001-907, 908- Non-Departmental		-	-
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
RECEIVING BUDGET UNITS			
0001-101- OFFICE OF THE MAYOR		12,966	12,966
0001-105- COUNCIL/CITY COUNCIL DIV		47,544	47,544
0001-121- POLICE COMMISSION DIV		8,644	8,644
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL		-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)		25,933	25,933
0001-191- GF-POLICE ADMIN DIV		860,106	860,106
0001-192- GF-POLICE-PATROL/CIB		-	-
0001-193- GF-POLICE/CRIME PREVENTION		8,644	8,644
0001-194- GF-POLICE-COPS GRANT		4,322	4,322
0001-196- GF-POLICE/REGULATORY		8,644	8,644
0001-197- CAD DISPATCH SYST/COMM POL DIV		112,376	112,376
0001-199- GF-PARKING ENFORCEMENT DIV		4,322	4,322
0001-201- GF-FIRE/ADMIN DIV		17,289	17,289
0001-202- GF-FIRE/SUPRESSN DIV		354,415	354,415
0001-203- GF-FIRE PREVENTION DIV		30,255	30,255
0001-204- GF-FIRE/ SUPPORT DIV		-	-
0001-205- GF-FIRE/TRAINING DIV		4,322	4,322
0001-206- GF-FIRE/OF. OF EMS DIV		8,644	8,644
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV		73,476	73,476
0001-212- OFF OF N-HOOD SFTY/GRANT ADM		-	-
0001-231- GF-PW ADMIN-DIV		30,255	30,255
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)		155,597	155,597
0001-234- IT GIS		125,342	125,342

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-235- Equipment Services/Fleet Services	Citywide Fleet Services	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	69,154	69,154
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	4,322	4,322
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	172,886	172,886
0001-242- GF-LS/REF SVCS(S-DIV)	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	43,221	43,221
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	64,832	64,832
0001-253- CM&NB/BOOKER T CTR (S-DIV)	155,597	155,597
0001-255- GF-CM TRANSPORTATN OPERATIONS	8,644	8,644
0001-254- GF-REC/SPCL EVENTS (S-DIV)	43,221	43,221
0001-256- RECREATION SVCS/AQUATICS	159,919	159,919
0001-257- RECREATION SVCS/CONVENTION CTR	17,289	17,289
0001-259- RECREATION SVCS/PLUNGE	4,322	4,322
0001-260- RECREATION SVCS/CITIES OF SRVC	8,644	8,644
0001-291- GF-ADMINISTRATIVE SERVICES	4,322	4,322
0001-292- GF-STREET SWEEPING	4,322	4,322
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	12,966	12,966
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	4,322	4,322
0001-364- GF-ECON DEV/PUBLIC ART DIV	4,322	4,322
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	8,644	8,644
0001-371- INTERNAL SERVICES-ADMIN	8,644	8,644
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	17,289	17,289
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	56,188	56,188
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	51,866	51,866
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	56,188	56,188
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	103,731	103,731
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	34,577	34,577
1200- COR HOUSING ADMINISTRATION	12,966	12,966
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	73,476	73,476
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGENCY	-	-
1209- CAL-HOME	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-235- Equipment Services/Fleet Services	Citywide Fleet Services	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	12,966	12,966
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	12,966	12,966
4003- WASTEWATER	38,899	38,899
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	17,289	17,289
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	8,644	8,644
4405- RHA-NYSTROM VILLAGE	4,322	4,322
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	4,322	4,322
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	21,611	21,611
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	4,322	4,322
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	30,255	30,255
6051- POLICE & FIRE PENSION	103,731	103,731
6052- GARFIELD PENSION FUND	4,322	4,322

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-235- Equipment Services/Fleet Services	Citywide Fleet Services	Total
6058- MARINA WESTSHORE DEB	-	-
6059- COUNTRY CLUB VISTA	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-
6102- SA- ADMINISTRATION	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	-
6208- SA-CIP 07B TAR BND PRCD S-HSG	-	-
6300- SA-DS HARBOR 98 TAR B	-	-
6304- SA-DS 2003B TAR B	-	-
6305- SA-DS 2004A TAR B 2/3	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	-
6308- SA-DS 2007/10A TAR B	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-
6403- SA-DS LOANS PAYABLE	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-
9102- CITY OF RICHMOND - GFAAG	-	-
AO- ALL OTHER	-	-
Total	\$ 3,827,346	\$ 3,827,346

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-261- Information Technology Administration

Expense Type		Distribution Percentage	100.00%
	\$	Spread Method	IT Administration
Personnel			
400001 - SALARIES & WAGES/Executive	\$ 86,184	S	\$ 86,184
400002 - SALARIES & WAGES/Mgmt-Local 21	246,088	S	246,088
400003 - SALARIES & WAGES/Local 1021	93,963	S	93,963
400012 - COMP ABSENCES/Sick Leave	-	S	-
400041 - OTHER PAY/Shift Differential	861	S	861
400049 - OTHER PAY/Auto Allowance	2,100	S	2,100
400054 - OTHER PAY/Vacation Lve Payout	-	S	-
400066 - OTHER PAY/Assign Diff-non-PERS	1,252	S	1,252
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(36,490)	S	(36,490)
400103 - P-ROLL BEN/Medicare Tax-ER Shr	6,383	S	6,383
400105 - P-ROLL BEN/Health Insurance Be	88,406	S	88,406
400106 - P-ROLL BEN/Dental Insurance	7,129	S	7,129
400109 - P-ROLL BEN/Employee Assistance	172	S	172
400110 - P-ROLL BEN/Professional Dev-Mg	2,215	S	2,215
400111 - P-ROLL BEN/Vision	833	S	833
400112 - P-ROLL BEN/Life Insurance	1,509	S	1,509
400114 - P-ROLL BEN/Long Term Disabilit	3,702	S	3,702
400116 - P-ROLL BEN/Unemployment Ins	1,733	S	1,733
400117 - P-ROLL BEN/Personal/Prof Dev	455	S	455
400121 - P-ROLL BEN/Worker Comp-Clerica	10,439	S	10,439
400122 - P-ROLL BEN/Worker Comp-Prof	29,758	S	29,758
400127 - P-ROLL BEN/OPEB	17,390	S	17,390
400149 - P-ROLL BEN/PERS-Misc	56,931	S	56,931
400151 - P-ROLL BEN/PERS-Misc (UAL)	98,401	S	98,401
Subtotal Personnel Cost	\$ 719,413		\$ 719,413
Operating Services & Supplies			
400209 - PROF SVCS/Computer Sftwr Maint	\$ 384,315	S	\$ 384,315
400231 - OFF EXP/Postage & Mailing	293	S	293
400232 - OFF EXP/Printing & Binding	190	S	190
400241 - TRAVEL & TRNG/Meal Allowance	(64)	S	(64)
400242 - TRAVEL & TRNG/Mileage	(107)	S	(107)
400243 - TRAVEL & TRNG/Conf, Mtng Trng	595	S	595
400298 - ADM EXP/Inventory Duplicating	2,270	S	2,270
400304 - RENTAL EXP/Equipment Rental	2,742	S	2,742
400341 - OFF SUPP/Office Supplies	1,009	S	1,009
400574 - COST POOL/(ISF)-Gen Liability	56,827	S	56,827
400592 - COST POOL/(CON)-Admin Charges	(202,826)	S	(202,826)
400601 - NONCAP ASST/Comp Hrdware<5K	545,215	S	545,215
400702 - CAP OUTLAY/Computer Equip>5,000	21,780	S	21,780
Subtotal Operating Cost	\$ 812,239		\$ 812,239

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-261- Information Technology Administration

		Distribution Percentage		100.00%
Expense Type	\$	Spread Method	IT Administration	
Disallowed Expenses				
400592 - COST POOL/(CON)-Admin Charges	\$ 202,826	[1]	202,826	
400702 - CAP OUTLAY/Computer Equip>5,000	(21,780)	[2]	(21,780)	
Subtotal Disallowed Costs	\$ 181,046		\$	181,046
DEPARTMENTAL EXPENDITURES	\$ 1,712,698		\$	1,712,698
Reallocation of Incoming Costs				
First Allocation	\$ 129,646		\$	1,842,345
Unallocated Costs	\$ -		\$	-
Subtotal of First Allocation	\$ 129,646		\$	1,842,345
Second Allocation	\$ 136,021		\$	136,021
Unallocated Costs	\$ -		\$	-
Subtotal of Second Allocation	\$ 136,021		\$	136,021
TOTAL FUNCTIONAL COSTS	\$ 1,978,366		\$	1,978,366

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

[2] Costs unallowable per Title 2 CFR part 200.

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-261- Information Technology Administration	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 1,712,698		\$ 1,712,698
Incoming Costs			
BLDG- Building Use	\$ 345	\$ -	\$ 345
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	2,930	631	3,562
0001-141- City Clerk	2,794	535	3,329
0001-151- City Attorney	11,273	2,209	13,482
0001-171- Finance Administration	4,954	1,240	6,193
0001-172- Accounting	14,108	2,133	16,241
0001-173- Budget/Operating	3,042	621	3,663
0001-174- Payroll	1,581	337	1,918
0001-175- Treasury/Cash Management	15,773	2,787	18,560
0001-176- Accounts Payable	1,432	273	1,705
0001-177- Rev Collection	20,121	3,387	23,509
0001-178- Purchasing	25,191	5,031	30,221
0001-181- Human Resources	10,476	1,595	12,071
0001-232- Facility Maintenance and Administration	-	-	-
0001-235- Equipment Services/Fleet Services	15,627	1,662	17,289
0001-261- Information Technology Administration		31,891	31,891
0001-262- Telecommunications		8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		2,134	2,134
0001-907, 908- Non-Departmental		71,489	71,489
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 129,646	\$ 136,021	\$ 265,668
Total Costs to be Allocated	\$ 1,842,345	\$ 136,021	\$ 1,978,366

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-261- Information Technology Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
IT Administration	17.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	-	0.000%	-		-		-
0001-141- City Clerk	9	0.599%	11,039		11,039		11,039
0001-151- City Attorney	17	1.132%	20,852		20,852		20,852
0001-171- Finance Administration	5	0.333%	6,133		6,133		6,133
0001-172- Accounting	8	0.533%	9,813		9,813		9,813
0001-173- Budget/Operating	5	0.333%	6,133		6,133		6,133
0001-174- Payroll	5	0.333%	6,133		6,133		6,133
0001-175- Treasury/Cash Management	7	0.466%	8,586		8,586		8,586
0001-176- Accounts Payable	2	0.133%	2,453		2,453		2,453
0001-177- Rev Collection	6	0.399%	7,360		7,360		7,360
0001-178- Purchasing	3	0.200%	3,680		3,680		3,680
0001-181- Human Resources	17	1.132%	20,852		20,852		20,852
0001-232- Facility Maintenance and Administration	29	1.931%	35,571		35,571		35,571
0001-235- Equipment Services/Fleet Services	12	0.799%	14,719		14,719		14,719
0001-261- Information Technology Administration	26	1.731%	31,891		31,891		31,891
0001-262- Telecommunications	-	0.000%	-		-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-		-	-	-
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	5	0.333%	6,133		6,133	503	6,636
0001-105- COUNCIL/CITY COUNCIL DIV	20	1.332%	24,532		24,532	2,014	26,546
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	410	27.297%	502,904		502,904	41,280	544,183
0001-192- GF-POLICE-PATROL/CIB	172	11.451%	210,974		210,974	17,317	228,292
0001-193- GF-POLICE/CRIME PREVENTION	10	0.666%	12,266		12,266	1,007	13,273
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	6	0.399%	7,360		7,360	604	7,964
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	8	0.533%	9,813		9,813	805	10,618
0001-201- GF-FIRE/ADMIN DIV	21	1.398%	25,758		25,758	2,114	27,873
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	-	0.000%	-		-	-	-
0001-204- GF-FIRE/ SUPPORT DIV	16	1.065%	19,626		19,626	1,611	21,236
0001-205- GF-FIRE/TRAINING DIV	3	0.200%	3,680		3,680	302	3,982
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	12	0.799%	14,719		14,719	1,208	15,927
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	34	2.264%	41,704		41,704	3,423	45,127
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	12	0.799%	14,719		14,719	1,208	15,927
0001-234- IT GIS	-	0.000%	-		-	-	-
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-		-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	16	1.065%	19,626		19,626	1,611	21,236
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	57	3.795%	69,916		69,916	5,739	75,655

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-261- Information Technology Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-242- GF-LS/REF SVCS(S-DIV)	37	2.463%	45,384		45,384	3,725	49,109
0001-243- GF-LIB&CL SVCS/LEAP DIV	52	3.462%	63,783		63,783	5,235	69,018
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	115	7.656%	141,058		141,058	11,578	152,637
0001-253- CM&NB/BOOKER T CTR (S-DIV)	-	0.000%	-		-	-	-
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-		-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	0.000%	-		-	-	-
0001-256- RECREATION SVCS/AQUATICS	-	0.000%	-		-	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	0.000%	-		-	-	-
0001-259- RECREATION SVCS/PLUNGE	-	0.000%	-		-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-		-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	6	0.399%	7,360		7,360	604	7,964
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-		-	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-		-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-		-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-		-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	7	0.466%	8,586		8,586	705	9,291
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	3	0.200%	3,680		3,680	302	3,982
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1	0.067%	1,227		1,227	101	1,327
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	21	1.398%	25,758		25,758	2,114	27,873
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	88	5.859%	107,940		107,940	8,860	116,800
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	13	0.866%	15,946		15,946	1,309	17,255
1200- COR HOUSING ADMINISTRATION	8	0.533%	9,813		9,813	805	10,618
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	60	3.995%	73,596		73,596	6,041	79,637
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGNCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	-	0.000%	-		-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-		-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-261- Information Technology Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	6	0.399%	7,360	-	7,360	604	7,964
4003- WASTEWATER	48	3.196%	58,877	-	58,877	4,833	63,709
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	71	4.727%	87,088	-	87,088	7,148	94,237
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	12	0.799%	14,719	-	14,719	1,208	15,927
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	1	0.067%	1,227	-	1,227	101	1,327
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCD S-HSG	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-261- Information Technology Administration

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6300- SA-DS HARBOR 98 TARB	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TARB	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	1,502	100.000%	\$ 1,842,345	\$ -	\$ 1,842,345	\$ 136,021	\$ 1,978,366

Allocation Basis: FY 20-21 Number of IT Units per Fund/Department

Source of Allocation: Cost Allocation Information Technology - 2022.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-261- Information Technology Administration		
	IT Administration	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	-	-
0001-141- City Clerk	11,039	11,039
0001-151- City Attorney	20,852	20,852
0001-171- Finance Administration	6,133	6,133
0001-172- Accounting	9,813	9,813
0001-173- Budget/Operating	6,133	6,133
0001-174- Payroll	6,133	6,133
0001-175- Treasury/Cash Management	8,586	8,586
0001-176- Accounts Payable	2,453	2,453
0001-177- Rev Collection	7,360	7,360
0001-178- Purchasing	3,680	3,680
0001-181- Human Resources	20,852	20,852
0001-232- Facility Maintenance and Administration	35,571	35,571
0001-235- Equipment Services/Fleet Services	14,719	14,719
0001-261- Information Technology Administration	31,891	31,891
0001-262- Telecommunications	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	-	-
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	6,636	6,636
0001-105- COUNCIL/CITY COUNCIL DIV	26,546	26,546
0001-121- POLICE COMMISSION DIV	-	-
0001-132- CM-SPCIAL PROJES/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	-
0001-191- GF-POLICE ADMIN DIV	544,183	544,183
0001-192- GF-POLICE-PATROL/CIB	228,292	228,292
0001-193- GF-POLICE/CRIME PREVENTION	13,273	13,273
0001-194- GF-POLICE-COPS GRANT	-	-
0001-196- GF-POLICE/REGULATORY	7,964	7,964
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	10,618	10,618
0001-201- GF-FIRE/ADMIN DIV	27,873	27,873
0001-202- GF-FIRE/SUPPRESSN DIV	-	-
0001-203- GF-FIRE PREVENTION DIV	-	-
0001-204- GF-FIRE/ SUPPORT DIV	21,236	21,236
0001-205- GF-FIRE/TRAINING DIV	3,982	3,982
0001-206- GF-FIRE/OF. OF EMS DIV	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	15,927	15,927
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	45,127	45,127
0001-233- GF-PRKS&LNDSEK/PRKS (S-DIV)	15,927	15,927
0001-234- IT GIS	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-261- Information Technology Administration		
	IT Administration	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	21,236	21,236
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	75,655	75,655
0001-242- GF-LS/REF SVCS(S-DIV)	49,109	49,109
0001-243- GF-LIB&CL SVCS/LEAP DIV	69,018	69,018
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	152,637	152,637
0001-253- CM&NB/BOOKER T CTR (S-DIV)	-	-
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	-
0001-256- RECREATION SVCS/AQUATICS	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	-
0001-259- RECREATION SVCS/PLUNGE	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	7,964	7,964
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	-
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	9,291	9,291
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	3,982	3,982
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,327	1,327
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	27,873	27,873
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	116,800	116,800
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	17,255	17,255
1200- COR HOUSING ADMINISTRATION	10,618	10,618
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	79,637	79,637
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGENCY	-	-
1209- CAL-HOME	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-261- Information Technology Administration		
	IT Administration	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	7,964	7,964
4003- WASTEWATER	63,709	63,709
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	94,237	94,237
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	15,927	15,927
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	-	-
4405- RHA-NYSTROM VILLAGE	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	1,327	1,327
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	-	-
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-261- Information Technology Administration			
	IT		
	Administration	Total	
6058- MARINA WESTSHORE DEB	-	-	
6059- COUNTRY CLUB VISTA	-	-	
6060- REASSESSMENT DISTRICT 2003-1	-	-	
6101- SA-PROPERTY TAX TRUST FUND	-	-	
6102- SA- ADMINISTRATION	-	-	
6103- SA - CAPITAL PROJECT FUNDS	-	-	
6208- SA-CIP 07B TARB BND PRCDs-HSG	-	-	
6300- SA-DS HARBOR 98 TARB	-	-	
6304- SA-DS 2003B TARB	-	-	
6305- SA-DS 2004A TARB 2/3	-	-	
6306- SA-DS 2004A TARB -1/3 HSING	-	-	
6307- SA-DS 2004B TARB - HOUSING	-	-	
6308- SA-DS 2007/10A TARB	-	-	
6309- SA-DS 2007/10B TARB - HOUSING	-	-	
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	
6402- SA-DS 2014B TAXABLE BONDS	-	-	
6403- SA-DS LOANS PAYABLE	-	-	
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	
6996- SUCCESSOR AGENCY - GLTDAG	-	-	
9102- CITY OF RICHMOND - GFAAG	-	-	
AO- ALL OTHER	-	-	
Total	\$ 1,978,366	\$ 1,978,366	

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-262- Telecommunications

Expense Type	Distribution Percentage		100.00%	
	\$	Spread Method	Citywide Telecomms Support	
Personnel				
01262117 - GF-I.T./TELECOMMS (S-DIV)				
400003 - SALARIES & WAGES/Local 1021	\$ 82,479	S	\$	82,479
400042 - OTHER PAY/Stand By	28,543	S		28,543
400066 - OTHER PAY/Assign Diff-non-PERS	5,551	S		5,551
400103 - P-ROLL BEN/Medicare Tax-ER Shr	1,701	S		1,701
400105 - P-ROLL BEN/Health Insurance Be	24,652	S		24,652
400106 - P-ROLL BEN/Dental Insurance	1,814	S		1,814
400109 - P-ROLL BEN/Employee Assistance	44	S		44
400111 - P-ROLL BEN/Vision	212	S		212
400112 - P-ROLL BEN/Life Insurance	104	S		104
400114 - P-ROLL BEN/Long Term Disabilit	484	S		484
400116 - P-ROLL BEN/Unemployment Ins	441	S		441
400117 - P-ROLL BEN/Personal/Prof Dev	750	S		750
400123 - P-ROLL BEN/Workr Comp-Maint	11,838	S		11,838
400127 - P-ROLL BEN/OPEB	3,317	S		3,317
400149 - P-ROLL BEN/PERS-Misc	11,091	S		11,091
400151 - P-ROLL BEN/PERS-Misc (UAL)	25,231	S		25,231
01262217 - GF-INFO TECH/(GIS) (S-DIV)				
400002 - SALARIES & WAGES/Mgmt-Local 21	126,419	S		126,419
400099 - SAL & WAGES/GRNT/PRJ EXP(CON)	(161)	S		(161)
400103 - P-ROLL BEN/Medicare Tax-ER Shr	1,860	S		1,860
400105 - P-ROLL BEN/Health Insurance Be	11,013	S		11,013
400106 - P-ROLL BEN/Dental Insurance	1,814	S		1,814
400109 - P-ROLL BEN/Employee Assistance	44	S		44
400110 - P-ROLL BEN/Professional Dev-Mg	262	S		262
400111 - P-ROLL BEN/Vision	212	S		212
400112 - P-ROLL BEN/Life Insurance	482	S		482
400114 - P-ROLL BEN/Long Term Disabilit	1,210	S		1,210
400116 - P-ROLL BEN/Unemployment Ins	441	S		441
400122 - P-ROLL BEN/Worker Comp-Prof	11,300	S		11,300
400127 - P-ROLL BEN/OPEB	5,144	S		5,144
400149 - P-ROLL BEN/PERS-Misc	16,834	S		16,834
400151 - P-ROLL BEN/PERS-Misc (UAL)	25,231	S		25,231
01262417 - GF-INFO TECH/ERP&APP (S-DIV)				
400002 - SALARIES & WAGES/Mgmt-Local 21	201,217	S		201,217
400054 - OTHER PAY/Vacation Lve Payout	-	S		-
400066 - OTHER PAY/Assign Diff-non-PERS	1,275	S		1,275
400103 - P-ROLL BEN/Medicare Tax-ER Shr	3,020	S		3,020
400105 - P-ROLL BEN/Health Insurance Be	23,404	S		23,404
400106 - P-ROLL BEN/Dental Insurance	2,840	S		2,840
400109 - P-ROLL BEN/Employee Assistance	68	S		68
400110 - P-ROLL BEN/Professional Dev-Mg	1,000	S		1,000
400111 - P-ROLL BEN/Vision	332	S		332
400112 - P-ROLL BEN/Life Insurance	748	S		748
400114 - P-ROLL BEN/Long Term Disabilit	1,865	S		1,865
400116 - P-ROLL BEN/Unemployment Ins	690	S		690
400122 - P-ROLL BEN/Worker Comp-Prof	17,950	S		17,950
400127 - P-ROLL BEN/OPEB	8,171	S		8,171

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-262- Telecommunications

Expense Type	Distribution Percentage		100.00%	
	\$	Spread Method	Citywide Telecomms Support	
400149 - P-ROLL BEN/PERS-Misc	26,739	S		26,739
400151 - P-ROLL BEN/PERS-Misc (UAL)	39,949	S		39,949
Subtotal Personnel Cost	\$ 729,627		\$	729,627
Operating Services & Supplies				
01262117 - GF-I.T./TELECOMMS (S-DIV)				
400401 - UTILITIES/Tel & Telegraph	\$ 469,095	S	\$	469,095
400501 - EQPT SERV/S/Equipment R/M Serv	40,219	S		40,219
400592 - COST POOL/(CON)-Admin Charges	(88,521)	S		(88,521)
400601 - NONCAP ASST/Comp Hrdware<5K	319	S		319
01262217 - GF-INFO TECH/(GIS) (S-DIV)				
400209 - PROF SVCS/Computer Sftwr Maint	38,285	S		38,285
400220 - PROF SVCS/Info Tech Services	995	S		995
400592 - COST POOL/(CON)-Admin Charges	(30,357)	S		(30,357)
01262417 - GF-INFO TECH/ERP&APP (S-DIV)				
400502 - EQPT SERV/S/Software Maint	406,091	S		406,091
400592 - COST POOL/(CON)-Admin Charges	(108,153)	S		(108,153)
01262917 - GF-INFO TECH/DSKTP SPT(S-DIV)				
400592 - COST POOL/(CON)-Admin Charges	(20,313)	S		(20,313)
Subtotal Operating Cost	\$ 707,660		\$	707,660
Disallowed Expenses				
01262117 - GF-I.T./TELECOMMS (S-DIV)				
400592 - COST POOL/(CON)-Admin Charges	88,521	[1]	\$	88,521
01262217 - GF-INFO TECH/(GIS) (S-DIV)				
400592 - COST POOL/(CON)-Admin Charges	30,357	[1]		30,357
01262417 - GF-INFO TECH/ERP&APP (S-DIV)				
400592 - COST POOL/(CON)-Admin Charges	108,153	[1]		108,153
01262917 - GF-INFO TECH/DSKTP SPT(S-DIV)				
400592 - COST POOL/(CON)-Admin Charges	20,313	[1]		20,313
Subtotal Disallowed Costs	\$ 247,343		\$	247,343
DEPARTMENTAL EXPENDITURES	\$ 1,684,630		\$	1,684,630
Reallocation of Incoming Costs				
First Allocation	\$ 121,963		\$	1,806,593
Unallocated Costs	\$ -		\$	-
Subtotal of First Allocation	\$ 121,963		\$	1,806,593
Second Allocation	\$ 100,655		\$	100,655
Unallocated Costs	\$ -		\$	-
Subtotal of Second Allocation	\$ 100,655		\$	100,655
TOTAL FUNCTIONAL COSTS	\$ 1,907,248		\$	1,907,248

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-262- Telecommunications	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 1,684,630		\$ 1,684,630
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	2,961	638	3,599
0001-141- City Clerk	2,822	540	3,362
0001-151- City Attorney	6,478	1,221	7,699
0001-171- Finance Administration	5,040	1,262	6,301
0001-172- Accounting	17,101	2,585	19,686
0001-173- Budget/Operating	3,095	631	3,726
0001-174- Payroll	1,581	337	1,918
0001-175- Treasury/Cash Management	21,244	3,754	24,998
0001-176- Accounts Payable	8,360	1,592	9,952
0001-177- Rev Collection	27,101	4,562	31,663
0001-178- Purchasing	-	-	-
0001-181- Human Resources	10,555	1,607	12,162
0001-232- Facility Maintenance and Administration	-	-	-
0001-235- Equipment Services/Fleet Services	15,627	1,662	17,289
0001-261- Information Technology Administration	-	-	-
0001-262- Telecommunications		8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		72,199	72,199
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 121,963	\$ 100,655	\$ 222,618
Total Costs to be Allocated	\$ 1,806,593	\$ 100,655	\$ 1,907,248

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-262- Telecommunications

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Telecomms Support	18.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.446%	8,065		8,065		8,065
0001-141- City Clerk	4	0.446%	8,065		8,065		8,065
0001-151- City Attorney	11	1.228%	22,179		22,179		22,179
0001-171- Finance Administration	3	0.335%	6,049		6,049		6,049
0001-172- Accounting	7	0.781%	14,114		14,114		14,114
0001-173- Budget/Operating	4	0.446%	8,065		8,065		8,065
0001-174- Payroll	3	0.335%	6,049		6,049		6,049
0001-175- Treasury/Cash Management	4	0.446%	8,065		8,065		8,065
0001-176- Accounts Payable	2	0.223%	4,033		4,033		4,033
0001-177- Rev Collection	5	0.558%	10,081		10,081		10,081
0001-178- Purchasing	2	0.223%	4,033		4,033		4,033
0001-181- Human Resources	13	1.451%	26,212		26,212		26,212
0001-232- Facility Maintenance and Administration	34	3.795%	68,554		68,554		68,554
0001-235- Equipment Services/Fleet Services	13	1.451%	26,212		26,212		26,212
0001-261- Information Technology Administration	4	0.446%	8,065		8,065		8,065
0001-262- Telecommunications	4	0.446%	8,065		8,065		8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.112%	2,016		2,016	129	2,145
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.335%	6,049		6,049	388	6,436
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.228%	22,179		22,179	1,421	23,600
0001-121- POLICE COMMISSION DIV	2	0.223%	4,033		4,033	258	4,291
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.670%	12,098		12,098	775	12,873
0001-191- GF-POLICE ADMIN DIV	199	22.210%	401,241		401,241	25,713	426,954
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.223%	4,033		4,033	258	4,291
0001-194- GF-POLICE-COPS GRANT	1	0.112%	2,016		2,016	129	2,145
0001-196- GF-POLICE/REGULATORY	2	0.223%	4,033		4,033	258	4,291
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	2.902%	52,423		52,423	3,359	55,783
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.112%	2,016		2,016	129	2,145
0001-201- GF-FIRE/ADMIN DIV	4	0.446%	8,065		8,065	517	8,582
0001-202- GF-FIRE/SUPRESSN DIV	82	9.152%	165,336		165,336	10,595	175,931
0001-203- GF-FIRE PREVENTION DIV	7	0.781%	14,114		14,114	904	15,018
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.112%	2,016		2,016	129	2,145
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.223%	4,033		4,033	258	4,291
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	1.897%	34,277		34,277	2,197	36,473
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.781%	14,114		14,114	904	15,018
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	36	4.018%	72,586		72,586	4,652	77,238
0001-234- IT GIS	29	3.237%	58,472		58,472	3,747	62,219
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	1.786%	32,261		32,261	2,067	34,328
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.112%	2,016		2,016	129	2,145
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	4.464%	80,651		80,651	5,168	85,820
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.116%	20,163		20,163	1,292	21,455

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-262- Telecommunications

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-	-	-	-	-
0001-251- GF-RECREATION ADM DIV	15	1.674%	30,244	-	30,244	1,938	32,182
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.018%	72,586	-	72,586	4,652	77,238
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.223%	4,033	-	4,033	258	4,291
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.116%	20,163	-	20,163	1,292	21,455
0001-256- RECREATION SVCS/AQUATICS	37	4.129%	74,603	-	74,603	4,781	79,383
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.446%	8,065	-	8,065	517	8,582
0001-259- RECREATION SVCS/PLUNGE	1	0.112%	2,016	-	2,016	129	2,145
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.223%	4,033	-	4,033	258	4,291
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.112%	2,016	-	2,016	129	2,145
0001-292- GF-STREET SWEEPING	1	0.112%	2,016	-	2,016	129	2,145
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.335%	6,049	-	6,049	388	6,436
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.112%	2,016	-	2,016	129	2,145
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.112%	2,016	-	2,016	129	2,145
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.223%	4,033	-	4,033	258	4,291
0001-371- INTERNAL SERVICES-ADMIN	2	0.223%	4,033	-	4,033	258	4,291
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-	-	-	-	-
1002- STATE GAS TAX	-	0.000%	-	-	-	-	-
1003- TRANSPORTATION OPERATIONS	4	0.446%	8,065	-	8,065	517	8,582
1004- ASSET SEIZURE FUND	-	0.000%	-	-	-	-	-
1005- LIBRARY FUND	-	0.000%	-	-	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-	-	-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-	-	-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-	-	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	13	1.451%	26,212	-	26,212	1,680	27,891
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-	-	-	-	-
1014- EDA GRANT FUND	-	0.000%	-	-	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	12	1.339%	24,195	-	24,195	1,551	25,746
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-	-	-	-	-
1018- RENT CONTROL	13	1.451%	26,212	-	26,212	1,680	27,891
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-	-	-	-	-
1050- CR-PLANNING & BUILDING	24	2.679%	48,391	-	48,391	3,101	51,492
1051- CR-ENGINEERING	-	0.000%	-	-	-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-	-	-	-	-
1055- ENCROACHMENTS SVCS	8	0.893%	16,130	-	16,130	1,034	17,164
1200- COR HOUSING ADMINISTRATION	3	0.335%	6,049	-	6,049	388	6,436
1201- CDBG	-	0.000%	-	-	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-	-	-	-	-
1205- EMPLOYMENT & TRAINING	17	1.897%	34,277	-	34,277	2,197	36,473
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-	-	-	-	-
1208- SUCCESSOR HOUSING AGNCY	-	0.000%	-	-	-	-	-
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	3	0.335%	6,049	-	6,049	388	6,436
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-262- Telecommunications

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	3	0.335%	6,049	-	6,049	388	6,436
4003- WASTEWATER	9	1.004%	18,147	-	18,147	1,163	19,309
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	4	0.446%	8,065	-	8,065	517	8,582
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	2	0.223%	4,033	-	4,033	258	4,291
4405- RHA-NYSTROM VILLAGE	1	0.112%	2,016	-	2,016	129	2,145
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	1	0.112%	2,016	-	2,016	129	2,145
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	5	0.558%	10,081	-	10,081	646	10,727
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	1	0.112%	2,016	-	2,016	129	2,145
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	7	0.781%	14,114	-	14,114	904	15,018
6051- POLICE & FIRE PENSION	24	2.679%	48,391	-	48,391	3,101	51,492
6052- GARFIELD PENSION FUND	1	0.112%	2,016	-	2,016	129	2,145
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCD S-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-262- Telecommunications

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	896	100.000%	\$ 1,806,593	\$ -	\$ 1,806,593	\$ 100,655	\$ 1,907,248

Allocation Basis: FY 20-21 Total FTEs per Fund/Department

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-262- Telecommunications	Citywide Telecomms Support	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	8,065	8,065
0001-141- City Clerk	8,065	8,065
0001-151- City Attorney	22,179	22,179
0001-171- Finance Administration	6,049	6,049
0001-172- Accounting	14,114	14,114
0001-173- Budget/Operating	8,065	8,065
0001-174- Payroll	6,049	6,049
0001-175- Treasury/Cash Management	8,065	8,065
0001-176- Accounts Payable	4,033	4,033
0001-177- Rev Collection	10,081	10,081
0001-178- Purchasing	4,033	4,033
0001-181- Human Resources	26,212	26,212
0001-232- Facility Maintenance and Administration	68,554	68,554
0001-235- Equipment Services/Fleet Services	26,212	26,212
0001-261- Information Technology Administration	8,065	8,065
0001-262- Telecommunications	8,065	8,065
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	2,145	2,145
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	6,436	6,436
0001-105- COUNCIL/CITY COUNCIL DIV	23,600	23,600
0001-121- POLICE COMMISSION DIV	4,291	4,291
0001-132- CM-SPECIAL PROJES/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	12,873	12,873
0001-191- GF-POLICE ADMIN DIV	426,954	426,954
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	4,291	4,291
0001-194- GF-POLICE-COPS GRANT	2,145	2,145
0001-196- GF-POLICE/REGULATORY	4,291	4,291
0001-197- CAD DISPATCH SYST/COMM POL DIV	55,783	55,783
0001-199- GF-PARKING ENFORCEMENT DIV	2,145	2,145
0001-201- GF-FIRE/ADMIN DIV	8,582	8,582
0001-202- GF-FIRE/SUPPRESSN DIV	175,931	175,931
0001-203- GF-FIRE PREVENTION DIV	15,018	15,018
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	2,145	2,145
0001-206- GF-FIRE/OF. OF EMS DIV	4,291	4,291
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	36,473	36,473
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	15,018	15,018
0001-233- GF-PRKS&LNDSEK/PRKS (S-DIV)	77,238	77,238
0001-234- IT GIS	62,219	62,219

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-262- Telecommunications	Citywide Telecomms Support	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	34,328	34,328
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	2,145	2,145
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	85,820	85,820
0001-242- GF-LS/REF SVCS(S-DIV)	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	21,455	21,455
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-
0001-251- GF-RECREATION ADM DIV	32,182	32,182
0001-253- CM&NB/BOOKER T CTR (S-DIV)	77,238	77,238
0001-255- GF-CM TRANSPORTATN OPERATIONS	4,291	4,291
0001-254- GF-REC/SPCL EVENTS (S-DIV)	21,455	21,455
0001-256- RECREATION SVCS/AQUATICS	79,383	79,383
0001-257- RECREATION SVCS/CONVENTION CTR	8,582	8,582
0001-259- RECREATION SVCS/PLUNGE	2,145	2,145
0001-260- RECREATION SVCS/CITIES OF SRVC	4,291	4,291
0001-291- GF-ADMINISTRATIVE SERVICES	2,145	2,145
0001-292- GF-STREET SWEEPING	2,145	2,145
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	6,436	6,436
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	2,145	2,145
0001-364- GF-ECON DEV/PUBLIC ART DIV	2,145	2,145
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	4,291	4,291
0001-371- INTERNAL SERVICES-ADMIN	4,291	4,291
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	8,582	8,582
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	-
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	27,891	27,891
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	25,746	25,746
1017- CHEVRON MODERNIZATN PROJ & CIA	-	-
1018- RENT CONTROL	27,891	27,891
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	51,492	51,492
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	17,164	17,164
1200- COR HOUSING ADMINISTRATION	6,436	6,436
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	36,473	36,473
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGENCY	-	-
1209- CAL-HOME	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-262- Telecommunications	Citywide Telecomms Support	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	6,436	6,436
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	6,436	6,436
4003- WASTEWATER	19,309	19,309
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	8,582	8,582
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	4,291	4,291
4405- RHA-NYSTROM VILLAGE	2,145	2,145
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	2,145	2,145
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	10,727	10,727
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	2,145	2,145
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	-	-
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	15,018	15,018
6051- POLICE & FIRE PENSION	51,492	51,492
6052- GARFIELD PENSION FUND	2,145	2,145

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-262- Telecommunications		Citywide Telecomms Support	Total
6058-	MARINA WESTSHORE DEB	-	-
6059-	COUNTRY CLUB VISTA	-	-
6060-	REASSESSMENT DISTRICT 2003-1	-	-
6101-	SA-PROPERTY TAX TRUST FUND	-	-
6102-	SA- ADMINISTRATION	-	-
6103-	SA - CAPITAL PROJECT FUNDS	-	-
6208-	SA-CIP 07B TAR BND PRCDS-HSG	-	-
6300-	SA-DS HARBOR 98 TAR B	-	-
6304-	SA-DS 2003B TAR B	-	-
6305-	SA-DS 2004A TAR B 2/3	-	-
6306-	SA-DS 2004A TAR B -1/3 HSING	-	-
6307-	SA-DS 2004B TAR B - HOUSING	-	-
6308-	SA-DS 2007/10A TAR B	-	-
6309-	SA-DS 2007/10B TAR B - HOUSING	-	-
6401-	SA-DS 2014A NON-TAXABLE BONDS	-	-
6402-	SA-DS 2014B TAXABLE BONDS	-	-
6403-	SA-DS LOANS PAYABLE	-	-
6404-	SA-DS 2021A NON-TAXABLE BONDS is new	-	-
6405-	SA-DS 2021B TAXABLE BONDS is new	-	-
6996-	SUCCESSOR AGENCY - GLTDAG	-	-
9102-	CITY OF RICHMOND - GFAAG	-	-
AO-	ALL OTHER	-	-
Total		\$ 1,907,248	\$ 1,907,248

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop

Expense Type	Distribution Percentage		100.00%	
	\$	Spread Method	Citywide	Mailroom/Dupl.
Personnel				
400003 - SALARIES & WAGES/Local 1021	\$ 46,466	S	\$	46,466
400103 - P-ROLL BEN/Medicare Tax-ER Shr	676	S		676
400105 - P-ROLL BEN/Health Insurance Be	7,864	S		7,864
400106 - P-ROLL BEN/Dental Insurance	1,512	S		1,512
400109 - P-ROLL BEN/Employee Assistance	36	S		36
400111 - P-ROLL BEN/Vision	177	S		177
400112 - P-ROLL BEN/Life Insurance	87	S		87
400114 - P-ROLL BEN/Long Term Disabilit	403	S		403
400116 - P-ROLL BEN/Unemployment Ins	367	S		367
400118 - P-ROLL BEN/WC-Injury Appointmt	178	S		178
400121 - P-ROLL BEN/Worker Comp-Clerica	5,360	S		5,360
400127 - P-ROLL BEN/OPEB	1,973	S		1,973
400149 - P-ROLL BEN/PERS-Misc	6,261	S		6,261
400151 - P-ROLL BEN/PERS-Misc (UAL)	21,026	S		21,026
Subtotal Personnel Cost	\$ 92,387		\$	92,387
Operating Services & Supplies				
400201 - PROF SVCS/Professional Svcs	\$ 7,987	S		7,987
400232 - OFF EXP/Printing & Binding	(69)	S		(69)
400233 - OFF EXP/Copying & Duplicating	11,330	S		11,330
400304 - RENTAL EXP/Equipment Rental	37,774	S		37,774
400323 - MISC EXP/Bad Debts	7	S		7
400341 - OFF SUPP/Office Supplies	1,087	S		1,087
400392 - TAXES/Sales Tax	2,994	S		2,994
400592 - COST POOL/(CON)-Admin Charges	(49,002)	S		(49,002)
Subtotal Operating Cost	\$ 12,109		\$	12,109
Disallowed Expenses				
400592 - COST POOL/(CON)-Admin Charges	\$ 49,002	[1]	\$	49,002
Subtotal Disallowed Costs	\$ 49,002		\$	49,002
DEPARTMENTAL EXPENDITURES	\$ 153,498		\$	153,498
Reallocation of Incoming Costs				
First Allocation	\$ 16,600		\$	170,097
Unallocated Costs	\$ -		\$	-
Subtotal of First Allocation	\$ 16,600		\$	170,097
Second Allocation	\$ 14,204		\$	14,204
Unallocated Costs	\$ -		\$	-
Subtotal of Second Allocation	\$ 14,204		\$	14,204
TOTAL FUNCTIONAL COSTS	\$ 184,301		\$	184,301

Notes

[1] Admin charges are excluded and re-established through this CAP analysis

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-263- IT/Mailroom and Duplication, GIS, ERP and De	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 153,498		\$ 153,498
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	458	99	557
0001-141- City Clerk	447	86	533
0001-151- City Attorney	1,015	192	1,207
0001-171- Finance Administration	459	115	574
0001-172- Accounting	1,373	208	1,580
0001-173- Budget/Operating	282	58	340
0001-174- Payroll	395	84	480
0001-175- Treasury/Cash Management	1,585	280	1,865
0001-176- Accounts Payable	696	133	829
0001-177- Rev Collection	2,022	340	2,363
0001-178- Purchasing	-	-	-
0001-181- Human Resources	1,944	297	2,241
0001-232- Facility Maintenance and Administration	-	-	-
0001-235- Equipment Services/Fleet Services	3,907	416	4,322
0001-261- Information Technology Administration	-	-	-
0001-262- Telecommunications	2,016	129	2,145
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop		-	-
0001-907, 908- Non-Departmental		11,769	11,769
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 16,600	\$ 14,204	\$ 30,803
Total Costs to be Allocated	\$ 170,097	\$ 14,204	\$ 184,301

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Mailroom/Dupl.	19.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	9	0.062%	105		105		105
0001-141- City Clerk	1,002	6.598%	11,224		11,224		11,224
0001-151- City Attorney	204	1.345%	2,287		2,287		2,287
0001-171- Finance Administration	1,207	7.952%	13,526		13,526		13,526
0001-172- Accounting	-	0.000%	-		-		-
0001-173- Budget/Operating	155	1.018%	1,731		1,731		1,731
0001-174- Payroll	-	0.000%	-		-		-
0001-175- Treasury/Cash Management	-	0.000%	-		-		-
0001-176- Accounts Payable	-	0.000%	-		-		-
0001-177- Rev Collection	-	0.000%	-		-		-
0001-178- Purchasing	-	0.000%	-		-		-
0001-181- Human Resources	-	0.000%	-		-		-
0001-232- Facility Maintenance and Administration	-	0.000%	-		-		-
0001-235- Equipment Services/Fleet Services	-	0.000%	-		-		-
0001-261- Information Technology Administration	190	1.254%	2,134		2,134		2,134
0001-262- Telecommunications	-	0.000%	-		-		-
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	-	0.000%	-		-		-
0001-907, 908- Non-Departmental	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	30	0.199%	338		338	35	372
0001-105- COUNCIL/CITY COUNCIL DIV	9	0.056%	96		96	10	106
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	-	0.000%	-		-	-	-
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	8	0.050%	86		86	9	94
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	0.000%	-		-	-	-
0001-201- GF-FIRE/ADMIN DIV	-	0.000%	-		-	-	-
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	818	5.384%	9,158		9,158	935	10,093
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	0.000%	-		-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	445	2.930%	4,984		4,984	509	5,493
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	0.000%	-		-	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	61	0.399%	678		678	69	747
0001-233- GF-PRKS&LND SKP/PRKS (S-DIV)	-	0.000%	-		-	-	-
0001-234- IT GIS	183	1.206%	2,051		2,051	209	2,261
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	2,462	16.212%	27,577		27,577	2,816	30,393
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	22	0.146%	249		249	25	275
0001-242- GF-LS/REF SVCS(S-DIV)	346	2.280%	3,878		3,878	396	4,274
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	0.000%	-		-	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	27	0.176%	299		299	30	329
0001-251- GF-RECREATION ADM DIV	14	0.089%	152		152	15	167
0001-253- CM&NB/BOOKER T CTR (S-DIV)	141	0.925%	1,574		1,574	161	1,735
0001-255- GF-CM TRANSPORTATN OPERATIONS	93	0.611%	1,039		1,039	106	1,145
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	0.000%	-		-	-	-
0001-256- RECREATION SVCS/AQUATICS	-	0.000%	-		-	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	0.000%	-		-	-	-
0001-259- RECREATION SVCS/PLUNGE	-	0.000%	-		-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-		-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	226	1.490%	2,535		2,535	259	2,793
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	139	0.914%	1,555		1,555	159	1,714
0001-364- GF-ECON DEV/PUBLIC ART DIV	27	0.175%	297		297	30	327
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-		-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-		-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	-	0.000%	-		-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	1,407	9.264%	15,757		15,757	1,609	17,367
1006- OUTSIDE FUNDED SVCS - GRANTS	147	0.967%	1,646		1,646	168	1,814
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-		-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-		-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	362	2.381%	4,050		4,050	414	4,463
1018- RENT CONTROL	3,664	24.128%	41,041		41,041	4,191	45,232
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	910	5.994%	10,196		10,196	1,041	11,237
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-		-	-	-
1200- COR HOUSING ADMINISTRATION	-	0.000%	-		-	-	-
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	-	0.000%	-		-	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	358	2.359%	4,012		4,012	410	4,422
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-		-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	-	0.000%	-	-	-	-	-
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	1	0.009%	15	-	15	2	17
4405- RHA-NYSTROM VILLAGE	1	0.009%	15	-	15	2	17
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	519	3.418%	5,814	-	5,814	594	6,407
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-263- IT/Mailroom and Duplication, GIS, ERP and Desktop

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TARB BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TARB	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TARB	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	15,185	100.000%	\$ 170,097	\$ -	\$ 170,097	\$ 14,204	\$ 184,301

Allocation Basis:

FY 20-21 IT/Mailrm & Dup Costs

Source of Allocation:

FY2020-2021 COPY CENTER CHARGES.xlsm

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-263- IT/Mailroom and Duplication, GIS, ERP and		
	Citywide Mailroom/Dupl.	Total
ALLOCABLE BUDGET UNITS		
BLDG- Building Use	\$ -	\$ -
EQUIP- Equipment Use	-	-
0001-131- City Manager's Office	105	105
0001-141- City Clerk	11,224	11,224
0001-151- City Attorney	2,287	2,287
0001-171- Finance Administration	13,526	13,526
0001-172- Accounting	-	-
0001-173- Budget/Operating	1,731	1,731
0001-174- Payroll	-	-
0001-175- Treasury/Cash Management	-	-
0001-176- Accounts Payable	-	-
0001-177- Rev Collection	-	-
0001-178- Purchasing	-	-
0001-181- Human Resources	-	-
0001-232- Facility Maintenance and Administration	-	-
0001-235- Equipment Services/Fleet Services	-	-
0001-261- Information Technology Administration	2,134	2,134
0001-262- Telecommunications	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	-	-
0001-907, 908- Non-Departmental	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
RECEIVING BUDGET UNITS		
0001-101- OFFICE OF THE MAYOR	372	372
0001-105- COUNCIL/CITY COUNCIL DIV	106	106
0001-121- POLICE COMMISSION DIV	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	-
0001-191- GF-POLICE ADMIN DIV	-	-
0001-192- GF-POLICE-PATROL/CIB	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	-
0001-194- GF-POLICE-COPS GRANT	-	-
0001-196- GF-POLICE/REGULATORY	94	94
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	-	-
0001-201- GF-FIRE/ADMIN DIV	-	-
0001-202- GF-FIRE/SUPRESSN DIV	-	-
0001-203- GF-FIRE PREVENTION DIV	10,093	10,093
0001-204- GF-FIRE/ SUPPORT DIV	-	-
0001-205- GF-FIRE/TRAINING DIV	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	5,493	5,493
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	-	-
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	-
0001-231- GF-PW ADMIN-DIV	747	747
0001-233- GF-PRKS&LND SKP/PRKS (S-DIV)	-	-
0001-234- IT GIS	2,261	2,261

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-263- IT/Mailroom and Duplication, GIS, ERP and		
	Citywide Mailroom/Dupl.	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	30,393	30,393
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	275	275
0001-242- GF-LS/REF SVCS(S-DIV)	4,274	4,274
0001-243- GF-LIB&CL SVCS/LEAP DIV	-	-
0001-244- GF-LIB&CL SVC/P-ART DIV	329	329
0001-251- GF-RECREATION ADM DIV	167	167
0001-253- CM&NB/BOOKER T CTR (S-DIV)	1,735	1,735
0001-255- GF-CM TRANSPORTATN OPERATIONS	1,145	1,145
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	-
0001-256- RECREATION SVCS/AQUATICS	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	-
0001-259- RECREATION SVCS/PLUNGE	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	-
0001-292- GF-STREET SWEEPING	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	2,793	2,793
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1,714	1,714
0001-364- GF-ECON DEV/PUBLIC ART DIV	327	327
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-
1001- SECURED PENSION OVERRIDE	-	-
1002- STATE GAS TAX	-	-
1003- TRANSPORTATION OPERATIONS	-	-
1004- ASSET SEIZURE FUND	-	-
1005- LIBRARY FUND	17,367	17,367
1006- OUTSIDE FUNDED SVCS - GRANTS	1,814	1,814
1007- EMERGENCY MED SERV	-	-
1010- N.RICHMOND WASTE	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	-
1013- FIRE DEPT HAZMAT GRANT	-	-
1014- EDA GRANT FUND	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	4,463	4,463
1018- RENT CONTROL	45,232	45,232
1019- SBI RMRA CAP IMPROVEMENT	-	-
1050- CR-PLANNING & BUILDING	11,237	11,237
1051- CR-ENGINEERING	-	-
1053- CODE ENFORCEMENT-CR	-	-
1054- ENGINEERING GRANTS	-	-
1055- ENCROACHMENTS SVCS	-	-
1200- COR HOUSING ADMINISTRATION	-	-
1201- CDBG	-	-
1203- NEIGHBORHOOD STABILIZATION	-	-
1205- EMPLOYMENT & TRAINING	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	-
1208- SUCCESSOR HOUSING AGNCY	-	-
1209- CAL-HOME	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-263- IT/Mailroom and Duplication, GIS, ERP and		
	Citywide Mailroom/Dupl.	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	-
1303- KIDS FIRST INITIATIVE	4,422	4,422
1304- EMERGENCY OPE & DISASTR RECVRY	-	-
2001- GENERAL CAPITAL FUND	-	-
2002- MEASURE J	-	-
2110- IMPACT FEE - PARK	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	-
2113- IMPACT FEE - FIRE	-	-
2114- IMPACT FEE - POLICE	-	-
2115- IMPACT FEE - COMM/AQUATC	-	-
2116- IMPACT FEE - PARKS/OPEN	-	-
2117- IMPACT FEE - LIBRARY	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	-
2120- IMPACT FEE - WASTEWATER	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	-
2126- COR-HOUSING DEPT CIP FUND	-	-
3001- DS - 2005 TAXABLE POB	-	-
3002- DS - 99A PENSION OBLIG BOND	-	-
3005- DS - 2007 CIVIC CENTER	-	-
4001- PORT OF RICHMOND	-	-
4003- WASTEWATER	-	-
4005- MARINA	-	-
4006- STORM WATER	-	-
4008- KCRT - CABLE TELEVIS	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	-
4102- RHA-HOPE 6	-	-
4201- RHA-CAPITAL FUND	-	-
4401- RHA-HACIENDA	-	-
4404- RHA-NEVIN PLAZA	17	17
4405- RHA-NYSTROM VILLAGE	17	17
4406- RHA-RICHMOND VILLAGE ONE	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	-
5001- INSURANCE RESERVES	-	-
5003- EQUIPMENT SERVICES	-	-
5005- CAD DISPATCH SYSTEM	-	-
5006- RMS RECORDS SERVICES	-	-
5008- COMPENSATED ABSENCES	-	-
6001- GENERAL TRUST & AGENCY	-	-
6004- COMMISSION ON AGING	6,407	6,407
6005- SEAVER GALLERY TRUST FUND	-	-
6007- SENIOR TRUST DEPOSIT	-	-
6047- CERTBT PLAN FUND	-	-
6048- OPEB PLAN TRUST	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	-
6050- GENERAL PENSION FUND	-	-
6051- POLICE & FIRE PENSION	-	-
6052- GARFIELD PENSION FUND	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-263- IT/Mailroom and Duplication, GIS, ERP and			
	Citywide Mailroom/Dupl.	Total	
6058- MARINA WESTSHORE DEB	-	-	-
6059- COUNTRY CLUB VISTA	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-
6102- SA- ADMINISTRATION	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	-	-
6208- SA-CIP 07B TARB BND PRCDS-HSG	-	-	-
6300- SA-DS HARBOR 98 TARB	-	-	-
6304- SA-DS 2003B TARB	-	-	-
6305- SA-DS 2004A TARB 2/3	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	-	-
6308- SA-DS 2007/10A TARB	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	-	-
AO- ALL OTHER	-	-	-
Total	\$ 184,301	\$	184,301

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

DEPARTMENTAL EXPENSE DETAIL

0001-907, 908- Non-Departmental

Expense Type	\$	Spread Method	Compensated Leave & Retiree Benefits	Citywide Support Services	Civic Center Rent Allocation	Civic Center/Plaza Security Services
Personnel						
400011 - COMP ABSENCES/Vacation Leave	\$ 2,400,000	D	\$ 2,400,000	-	-	-
400104 - P-ROLL BEN/PERS Benefits	5,000	D	5,000	-	-	-
400109 - P-ROLL BEN/Employee Assistance	2,799	D	2,799	-	-	-
400172 - RETIREE BEN/Health Ins Remb	4,493,705	D	4,493,705	-	-	-
Subtotal Personnel Cost	\$ 6,901,504		\$ 6,901,504	\$ -	\$ -	\$ -
Operating Services & Supplies						
400201 - PROF SVCS/Professional Svcs	\$ 1,013	D	\$ -	\$ 1,013	\$ -	\$ -
400211 - PROF SVCS/Asmt Collection Fee	10,760	D	-	10,760	-	-
400218 - PROF SVCS/Security Svcs	377,881	D	-	-	-	377,881
400261 - DUES & PUB/Membership & Dues	120,327	D	-	120,327	-	-
400281 - ADM EXP/Bank Fees	129,482	D	-	129,482	-	-
400297 - ADM EXP/Inventory Postage	-	D	-	-	-	-
400301 - RENTAL EXP/Rental Expenses	136,375	D	-	136,375	-	-
400304 - RENTAL EXP/Equipment Rental	2,411	D	-	2,411	-	-
400322 - MISC EXP/Misc Exp	15,535	D	-	15,535	-	-
400323 - MISC EXP/Bad Debts	183	D	-	183	-	-
400391 - TAXES/Property Tax	100,372	D	-	100,372	-	-
400591 - COST POOL/(IND)Civic Ctr Alloc	4,225,357	D	-	-	4,225,357	-
400592 - COST POOL/(CON)-Admin Charges	(134,587)	D	-	(134,587)	-	-
400901 - TRANSF OUT/Operating Trans Out	13,595,496	D	-	13,595,496	-	-
400902 - TRANSF OUT/For Debt Service	2,406,458	D	-	2,406,458	-	-
Subtotal Operating Cost	\$ 20,987,062		\$ -	\$ 16,383,824	\$ 4,225,357	\$ 377,881
Disallowed Expenses						
400323 - MISC EXP/Bad Debts	\$ (183)	[1]	\$ -	\$ (183)	\$ -	\$ -
400901 - TRANSF OUT/Operating Trans Out	(1,015,000)	[3]	-	-	(1,015,000)	-
400592 - COST POOL/(CON)-Admin Charges	134,587	[2]	-	134,587	-	-
400901 - TRANSF OUT/Operating Trans Out	(13,595,496)	[1]	-	(13,595,496)	-	-
400902 - TRANSF OUT/For Debt Service	(2,406,458)	[1]	-	(2,406,458)	-	-
Subtotal Disallowed Costs	\$ (16,882,549)		\$ -	\$ (15,867,549)	\$ (1,015,000)	\$ -
DEPARTMENTAL EXPENDITURES	\$ 11,006,017		\$ 6,901,504	\$ 516,275	\$ 3,210,357	\$ 377,881
Reallocation of Incoming Costs						
First Allocation	\$ 265,865		\$ 7,068,219	\$ 528,746	\$ 3,287,907	\$ 387,009
Unallocated Costs	\$ -		\$ -	\$ -	\$ -	\$ -
Subtotal of First Allocation	\$ 265,865		\$ 7,068,219	\$ 528,746	\$ 3,287,907	\$ 387,009
Second Allocation	\$ 502,763		\$ 315,266	\$ 23,584	\$ 146,652	\$ 17,262
Unallocated Costs	\$ -		\$ -	\$ -	\$ -	\$ -
Subtotal of Second Allocation	\$ 502,763		\$ 315,266	\$ 23,584	\$ 146,652	\$ 17,262
TOTAL FUNCTIONAL COSTS	\$ 11,774,645		\$ 7,383,485	\$ 552,330	\$ 3,434,559	\$ 404,271

Notes

[1] Costs not allowable per Title 2 CFR part 200

[2] Admin charges are excluded and re-established through this CAP analysis

[3] Financing costs(including interest) associated with acquisition/construction of the Civic Center/Plaza are allowable. Principal portion of debt service payment is excluded as a capital cost. Inclusion of interest expense assumes this meets the condition that this expenditure is not interest on borrowed capital.

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

COSTS TO BE ALLOCATED

0001-907, 908- Non-Departmental	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 11,006,017		\$ 11,006,017
Incoming Costs			
BLDG- Building Use	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-
0001-131- City Manager's Office	8,210	1,768	9,978
0001-141- City Clerk	7,522	1,438	8,960
0001-151- City Attorney	17,608	3,307	20,914
0001-171- Finance Administration	23,321	5,838	29,158
0001-172- Accounting	38,696	5,857	44,553
0001-173- Budget/Operating	14,322	2,921	17,243
0001-174- Payroll	-	-	-
0001-175- Treasury/Cash Management	21,839	3,859	25,698
0001-176- Accounts Payable	53,233	10,138	63,371
0001-177- Rev Collection	27,860	4,690	32,550
0001-178- Purchasing	-	-	-
0001-181- Human Resources	53,256	8,057	61,313
0001-232- Facility Maintenance and Administration	-	-	-
0001-235- Equipment Services/Fleet Services	-	-	-
0001-261- Information Technology Administration	-	-	-
0001-262- Telecommunications	-	-	-
0001-263- IT/Mailroom and Duplication, GIS, ERP and De	-	-	-
0001-907, 908- Non-Departmental		454,890	454,890
-		-	-
-		-	-
-		-	-
-		-	-
-		-	-
Total Incoming Costs	\$ 265,865	\$ 502,763	\$ 768,628
Total Costs to be Allocated	\$ 11,271,882	\$ 502,763	\$ 11,774,645

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Compensated Leave & Retiree Benefits	20.1						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	529,750	0.476%	33,663		33,663		33,663
0001-141- City Clerk	692,194	0.622%	43,986		43,986		43,986
0001-151- City Attorney	1,518,683	1.365%	96,505		96,505		96,505
0001-171- Finance Administration	486,613	0.437%	30,922		30,922		30,922
0001-172- Accounting	956,087	0.860%	60,755		60,755		60,755
0001-173- Budget/Operating	425,042	0.382%	27,009		27,009		27,009
0001-174- Payroll	345,969	0.311%	21,985		21,985		21,985
0001-175- Treasury/Cash Management	507,848	0.457%	32,271		32,271		32,271
0001-176- Accounts Payable	247,478	0.222%	15,726		15,726		15,726
0001-177- Rev Collection	559,637	0.503%	35,562		35,562		35,562
0001-178- Purchasing	354,337	0.319%	22,516		22,516		22,516
0001-181- Human Resources	1,467,427	1.319%	93,248		93,248		93,248
0001-232- Facility Maintenance and Administration	4,284,339	3.852%	272,250		272,250		272,250
0001-235- Equipment Services/Fleet Services	1,864,527	1.676%	118,482		118,482		118,482
0001-261- Information Technology Administration	719,413	0.647%	45,715		45,715		45,715
0001-262- Telecommunications	729,627	0.656%	46,364		46,364		46,364
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	92,387	0.083%	5,871		5,871		5,871
0001-907, 908- Non-Departmental	6,901,504	6.205%	438,559		438,559		438,559
-		0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	522,136	0.469%	33,179		33,179	1,859	35,038
0001-105- COUNCIL/CITY COUNCIL DIV	417,302	0.375%	26,518		26,518	1,486	28,003
0001-121- POLICE COMMISSION DIV	61,769	0.056%	3,925		3,925	220	4,145
0001-132- CM-SPCIAL PROJ/ENVIRONMENTAL	3,586	0.003%	228		228	13	241
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,123,111	1.010%	71,369		71,369	3,999	75,367
0001-191- GF-POLICE ADMIN DIV	40,412,448	36.332%	2,568,026		2,568,026	143,884	2,711,910
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	173,851	0.156%	11,047		11,047	619	11,666
0001-194- GF-POLICE-COPS GRANT	841,525	0.757%	53,475		53,475	2,996	56,471
0001-196- GF-POLICE/REGULATORY	500,230	0.450%	31,787		31,787	1,781	33,568
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	331,443	0.298%	21,062		21,062	1,180	22,242
0001-201- GF-FIRE/ADMIN DIV	539,396	0.485%	34,276		34,276	1,920	36,197
0001-202- GF-FIRE/SUPRESSN DIV	22,897,610	20.586%	1,455,038		1,455,038	81,524	1,536,562
0001-203- GF-FIRE PREVENTION DIV	1,498,392	1.347%	95,216		95,216	5,335	100,551
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	307,742	0.277%	19,556		19,556	1,096	20,651
0001-206- GF-FIRE/OF. OF EMS DIV	185,584	0.167%	11,793		11,793	661	12,454
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,121,592	1.008%	71,272		71,272	3,993	75,265
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	1,131,805	1.018%	71,921		71,921	4,030	75,951
0001-233- GF-PRKS&LNSK/PRKS (S-DIV)	2,997,274	2.695%	190,463		190,463	10,671	201,134
0001-234- IT GIS	2,799,744	2.517%	177,911		177,911	9,968	187,879
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,695,351	1.524%	107,732		107,732	6,036	113,768
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,154,575	2.836%	200,459		200,459	11,232	211,690
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	612,578	0.551%	38,927		38,927	2,181	41,108
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	1,659,548	1.492%	105,457		105,457	5,909	111,365
0001-253- CM&NB/BOOKER T CTR (S-DIV)	881,010	0.792%	55,984		55,984	3,137	59,121
0001-255- GF-CM TRANSPORTATN OPERATIONS	9,213	0.008%	585		585	33	618
0001-254- GF-REC/SPCL EVENTS (S-DIV)	592,051	0.532%	37,622		37,622	2,108	39,730
0001-256- RECREATION SVCS/AQUATICS	172,344	0.155%	10,952		10,952	614	11,565
0001-257- RECREATION SVCS/CONVENTION CTR	344,024	0.309%	21,861		21,861	1,225	23,086
0001-259- RECREATION SVCS/PLUNGE	164,457	0.148%	10,451		10,451	586	11,036
0001-260- RECREATION SVCS/CITIES OF SRVC	177,243	0.159%	11,263		11,263	631	11,894
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-		-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-		-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	307,771	0.277%	19,557		19,557	1,096	20,653
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	352,107	0.317%	22,375		22,375	1,254	23,628
0001-364- GF-ECON DEV/PUBLIC ART DIV	152,769	0.137%	9,708		9,708	544	10,252
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	406,554	0.366%	25,835		25,835	1,447	27,282
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-		-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	-	0.000%	-		-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-		-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-		-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	-	0.000%	-		-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	-	0.000%	-		-	-	-
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-		-	-	-
1200- COR HOUSING ADMINISTRATION	-	0.000%	-		-	-	-
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	-	0.000%	-		-	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-		-	-	-
1303- KIDS FIRST INITIATIVE	-	0.000%	-		-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-		-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	-	0.000%	-	-	-	-	-
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6208- SA-CIP 07B TARB BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TARB	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TARB	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TARB 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TARB -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TARB - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TARB	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TARB - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	111,230,998	100.000%	\$ 7,068,219	\$ -	\$ 7,068,219	\$ 315,266	\$ 7,383,485

Allocation Basis: FY 20-21 Salaries and Benefits per Fund/Dept (General Fund Only)

Source of Allocation: FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Citywide Support Services	20.2						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -	\$ -	\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-	-	-		-
0001-131- City Manager's Office	697,359	0.276%	1,461	-	1,461		1,461
0001-141- City Clerk	777,896	0.308%	1,630	-	1,630		1,630
0001-151- City Attorney	1,751,709	0.694%	3,670	-	3,670		3,670
0001-171- Finance Administration	553,449	0.219%	1,159	-	1,159		1,159
0001-172- Accounting	1,240,824	0.492%	2,599	-	2,599		2,599
0001-173- Budget/Operating	476,217	0.189%	998	-	998		998
0001-174- Payroll	345,969	0.137%	725	-	725		725
0001-175- Treasury/Cash Management	569,497	0.226%	1,193	-	1,193		1,193
0001-176- Accounts Payable	247,478	0.098%	518	-	518		518
0001-177- Rev Collection	718,569	0.285%	1,505	-	1,505		1,505
0001-178- Purchasing	374,421	0.148%	784	-	784		784
0001-181- Human Resources	2,005,530	0.795%	4,201	-	4,201		4,201
0001-232- Facility Maintenance and Administration	8,153,968	3.231%	17,082	-	17,082		17,082
0001-235- Equipment Services/Fleet Services	3,238,310	1.283%	6,784	-	6,784		6,784
0001-261- Information Technology Administration	1,655,871	0.656%	3,469	-	3,469		3,469
0001-262- Telecommunications	1,684,630	0.667%	3,529	-	3,529		3,529
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	153,491	0.061%	322	-	322		322
0001-907, 908- Non-Departmental	7,795,660	3.089%	16,331	-	16,331		16,331
-	-	0.000%	-	-	-	-	-
-	-	0.000%	-	-	-	-	-
-	-	0.000%	-	-	-	-	-
-	-	0.000%	-	-	-	-	-
-	-	0.000%	-	-	-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	523,740	0.208%	1,097	-	1,097	56	1,153
0001-105- COUNCIL/CITY COUNCIL DIV	439,059	0.174%	920	-	920	47	967
0001-121- POLICE COMMISSION DIV	62,842	0.025%	132	-	132	7	138
0001-132- CM-SPECIAL PROJS/ENVIRONMENTAL	3,586	0.001%	8	-	8	0	8
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	1,202,884	0.477%	2,520	-	2,520	129	2,649
0001-191- GF-POLICE ADMIN DIV	55,306,835	21.913%	115,865	-	115,865	5,930	121,795
0001-192- GF-POLICE-PATROL/CIB	12,394	0.005%	26	-	26	1	27
0001-193- GF-POLICE/CRIME PREVENTION	181,674	0.072%	381	-	381	19	400
0001-194- GF-POLICE-COPS GRANT	1,055,716	0.418%	2,212	-	2,212	113	2,325
0001-196- GF-POLICE/REGULATORY	626,523	0.248%	1,313	-	1,313	67	1,380
0001-197- CAD DISPATCH SYST/COMM POL DIV	3,682,925	1.459%	7,716	-	7,716	395	8,110
0001-199- GF-PARKING ENFORCEMENT DIV	331,873	0.131%	695	-	695	36	731
0001-201- GF-FIRE/ADMIN DIV	581,965	0.231%	1,219	-	1,219	62	1,282
0001-202- GF-FIRE/SUPPRESSN DIV	27,791,828	11.011%	58,222	-	58,222	2,980	61,202
0001-203- GF-FIRE PREVENTION DIV	2,099,498	0.832%	4,398	-	4,398	225	4,623
0001-204- GF-FIRE/ SUPPORT DIV	212,225	0.084%	445	-	445	23	467
0001-205- GF-FIRE/TRAINING DIV	382,158	0.151%	801	-	801	41	842
0001-206- GF-FIRE/OF. OF EMS DIV	187,542	0.074%	393	-	393	20	413
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	1,198,953	0.475%	2,512	-	2,512	129	2,640
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	322,512	0.128%	676	-	676	35	710
0001-231- GF-PW ADMIN-DIV	1,615,853	0.640%	3,385	-	3,385	173	3,558
0001-233- GF-PRKS&LNSKIP/PRKS (S-DIV)	4,192,433	1.661%	8,783	-	8,783	450	9,232

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	2,913,668	1.154%	6,104	-	6,104	312	6,416
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	1,876,467	0.743%	3,931	-	3,931	201	4,132
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-	-	-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	1,037	0.000%	2	-	2	0	2
0001-241- GF-LIB&CL SVC/L-ADM DIV	3,207,650	1.271%	6,720	-	6,720	344	7,064
0001-242- GF-LS/REF SVCS(S-DIV)	340,601	0.135%	714	-	714	37	750
0001-243- GF-LIB&CL SVCS/LEAP DIV	792,469	0.314%	1,660	-	1,660	85	1,745
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-	-	-	-	-
0001-251- GF-RECREATION ADM DIV	1,714,843	0.679%	3,593	-	3,593	184	3,776
0001-253- CM&NB/BOOKER T CTR (S-DIV)	958,357	0.380%	2,008	-	2,008	103	2,110
0001-255- GF-CM TRANSPORTATN OPERATIONS	148,890	0.059%	312	-	312	16	328
0001-254- GF-REC/SPCL EVENTS (S-DIV)	626,360	0.248%	1,312	-	1,312	67	1,379
0001-256- RECREATION SVCS/AQUATICS	182,634	0.072%	383	-	383	20	402
0001-257- RECREATION SVCS/CONVENTION CTR	357,913	0.142%	750	-	750	38	788
0001-259- RECREATION SVCS/PLUNGE	170,093	0.067%	356	-	356	18	375
0001-260- RECREATION SVCS/CITIES OF SRVC	267,988	0.106%	561	-	561	29	590
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-	-	-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-	-	-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	458,761	0.182%	961	-	961	49	1,010
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	520,353	0.206%	1,090	-	1,090	56	1,146
0001-364- GF-ECON DEV/PUBLIC ART DIV	600,302	0.238%	1,258	-	1,258	64	1,322
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	613,159	0.243%	1,285	-	1,285	66	1,350
0001-371- INTERNAL SERVICES-ADMIN	247,152	0.098%	518	-	518	27	544
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-	-	-	-	-
1002- STATE GAS TAX	2,505,332	0.993%	5,249	-	5,249	269	5,517
1003- TRANSPORTATION OPERATIONS	527,519	0.209%	1,105	-	1,105	57	1,162
1004- ASSET SEIZURE FUND	38,869	0.015%	81	-	81	4	86
1005- LIBRARY FUND	239,327	0.095%	501	-	501	26	527
1006- OUTSIDE FUNDED SVCS - GRANTS	1,635,759	0.648%	3,427	-	3,427	175	3,602
1007- EMERGENCY MED SERV	218,705	0.087%	458	-	458	23	482
1010- N.RICHMOND WASTE	98,933	0.039%	207	-	207	11	218
1012- HILLTOP LANDSCAPE MAINT DIST	1,229,936	0.487%	2,577	-	2,577	132	2,709
1013- FIRE DEPT HAZMAT GRANT	260,528	0.103%	546	-	546	28	574
1014- EDA GRANT FUND	448,646	0.178%	940	-	940	48	988
1015- MARINA BAY LNDSCP&LIGHTDIST FD	1,057,801	0.419%	2,216	-	2,216	113	2,329
1017- CHEVRON MODERNIZATN PROJ & CIA	5,678,989	2.250%	11,897	-	11,897	609	12,506
1018- RENT CONTROL	1,970,289	0.781%	4,128	-	4,128	211	4,339
1019- SBI RMRA CAP IMPROVEMENT	152,690	0.060%	320	-	320	16	336
1050- CR-PLANNING & BUILDING	6,960,808	2.758%	14,583	-	14,583	746	15,329
1051- CR-ENGINEERING	-	0.000%	-	-	-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	133,511	0.053%	280	-	280	14	294
1055- ENCROACHMENTS SVCS	496,910	0.197%	1,041	-	1,041	53	1,094
1200- COR HOUSING ADMINISTRATION	370,521	0.147%	776	-	776	40	816
1201- CDBG	34,796	0.014%	73	-	73	4	77
1203- NEIGHBORHOOD STABILIZATION	23,729	0.009%	50	-	50	3	52
1205- EMPLOYMENT & TRAINING	4,251,434	1.684%	8,907	-	8,907	456	9,362
1207- NEIGHBORHOOD STAB(CITY)	15,073	0.006%	32	-	32	2	33
1208- SUCCESSOR HOUSING AGENCY	129,618	0.051%	272	-	272	14	285
1209- CAL-HOME	14,174	0.006%	30	-	30	2	31

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	35,594	0.014%	75	-	75	4	78
1303- KIDS FIRST INITIATIVE	328,708	0.130%	689	-	689	35	724
1304- EMERGENCY OPE & DISASTR RECVRY	1,082,717	0.429%	2,268	-	2,268	116	2,384
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	716,192	0.284%	1,500	-	1,500	77	1,577
2110- IMPACT FEE - PARK	16,777	0.007%	35	-	35	2	37
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	318,372	0.126%	667	-	667	34	701
2113- IMPACT FEE - FIRE	74,637	0.030%	156	-	156	8	164
2114- IMPACT FEE - POLICE	4,795	0.002%	10	-	10	1	11
2115- IMPACT FEE - COMM/AQUATC	59,927	0.024%	126	-	126	6	132
2116- IMPACT FEE - PARKS/OPEN	34,743	0.014%	73	-	73	4	77
2117- IMPACT FEE - LIBRARY	13,210	0.005%	28	-	28	1	29
2119- IMPACT FEE - STORM DRAINAGE	37,964	0.015%	80	-	80	4	84
2120- IMPACT FEE - WASTEWATER	15,356	0.006%	32	-	32	2	34
2125- IRON TRIANGLE/EPA PROGRAMS	199,450	0.079%	418	-	418	21	439
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	485,548	0.192%	1,017	-	1,017	52	1,069
3002- DS - 99A PENSION OBLIG BOND	296,687	0.118%	622	-	622	32	653
3005- DS - 2007 CIVIC CENTER	4,466,982	1.770%	9,358	-	9,358	479	9,837
4001- PORT OF RICHMOND	5,831,462	2.310%	12,217	-	12,217	625	12,842
4003- WASTEWATER	20,038,389	7.939%	41,979	-	41,979	2,149	44,128
4005- MARINA	227,391	0.090%	476	-	476	24	501
4006- STORM WATER	1,713,549	0.679%	3,590	-	3,590	184	3,774
4008- KCRT - CABLE TELEVIS	757,422	0.300%	1,587	-	1,587	81	1,668
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	19,191	0.008%	40	-	40	2	42
4102- RHA-HOPE 6	38,490	0.015%	81	-	81	4	85
4201- RHA-CAPITAL FUND	261,561	0.104%	548	-	548	28	576
4401- RHA-HACIENDA	356,607	0.141%	747	-	747	38	785
4404- RHA-NEVIN PLAZA	1,797,674	0.712%	3,766	-	3,766	193	3,959
4405- RHA-NYSTROM VILLAGE	737,142	0.292%	1,544	-	1,544	79	1,623
4406- RHA-RICHMOND VILLAGE ONE	249,915	0.099%	524	-	524	27	550
4407- RHA-RICHMOND VILLAGE TWO	212,381	0.084%	445	-	445	23	468
4408- RHA-RICHMOND VILLAGE THREE	120,209	0.048%	252	-	252	13	265
4501- RHA-CENTRAL OFFICE COST CNTR	81,269	0.032%	170	-	170	9	179
4502- RHA-HOUSING (RAD) CORPORATION	50	0.000%	0	-	0	0	0
5001- INSURANCE RESERVES	17,431,941	6.907%	36,519	-	36,519	1,869	38,388
5003- EQUIPMENT SERVICES	1,102,646	0.437%	2,310	-	2,310	118	2,428
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	2,175,310	0.862%	4,557	-	4,557	233	4,790
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	2,259	0.001%	5	-	5	0	5
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	10,946	0.004%	23	-	23	1	24
6047- CERTBT PLAN FUND	219,584	0.087%	460	-	460	24	484
6048- OPEB PLAN TRUST	7,123,046	2.822%	14,922	-	14,922	764	15,686
6049- PT MOLATE PRIVATE-PURPOSE TRST	211,836	0.084%	444	-	444	23	466
6050- GENERAL PENSION FUND	401,991	0.159%	842	-	842	43	885
6051- POLICE & FIRE PENSION	1,485,241	0.588%	3,111	-	3,111	159	3,271
6052- GARFIELD PENSION FUND	50,048	0.020%	105	-	105	5	110
6058- MARINA WESTSHORE DEB	66,784	0.026%	140	-	140	7	147
6059- COUNTRY CLUB VISTA	174,720	0.069%	366	-	366	19	385

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	208,383	0.083%	437	-	437	22	459
6103- SA - CAPITAL PROJECT FUNDS	527,053	0.209%	1,104	-	1,104	57	1,161
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	5,077	0.002%	11	-	11	1	11
6304- SA-DS 2003B TAR B	405,325	0.161%	849	-	849	43	893
6305- SA-DS 2004A TAR B 2/3	327,948	0.130%	687	-	687	35	722
6306- SA-DS 2004A TAR B -1/3 HSING	164,564	0.065%	345	-	345	18	362
6307- SA-DS 2004B TAR B - HOUSING	37,387	0.015%	78	-	78	4	82
6308- SA-DS 2007/10A TAR B	677,753	0.269%	1,420	-	1,420	73	1,493
6309- SA-DS 2007/10B TAR B - HOUSING	2,672	0.001%	6	-	6	0	6
6401- SA-DS 2014A NON-TAXABLE BONDS		0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS		0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE		0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new		0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new		0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG		0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG		0.000%	-	-	-	-	-
AO- ALL OTHER		0.000%	-	-	-	-	-
Total	\$ 252,391,338	100.000%	\$ 528,746	\$ -	\$ 528,746	\$ 23,584	\$ 552,330

Allocation Basis:

FY 20-21 Modified Total Direct Cost per Fund/Department

Source of Allocation:

FY20-21 Richmond Expenditure Summary_3.14.22.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Civic Center Rent Allocation	20.3						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	0.540%	17,748		17,748		17,748
0001-141- City Clerk	4	0.540%	17,748		17,748		17,748
0001-151- City Attorney	11	1.484%	48,808		48,808		48,808
0001-171- Finance Administration	3	0.405%	13,311		13,311		13,311
0001-172- Accounting	7	0.945%	31,060		31,060		31,060
0001-173- Budget/Operating	4	0.540%	17,748		17,748		17,748
0001-174- Payroll	3	0.405%	13,311		13,311		13,311
0001-175- Treasury/Cash Management	4	0.540%	17,748		17,748		17,748
0001-176- Accounts Payable	2	0.270%	8,874		8,874		8,874
0001-177- Rev Collection	5	0.675%	22,186		22,186		22,186
0001-178- Purchasing	2	0.270%	8,874		8,874		8,874
0001-181- Human Resources	13	1.754%	57,683		57,683		57,683
0001-232- Facility Maintenance and Administration	34	4.588%	150,862		150,862		150,862
0001-235- Equipment Services/Fleet Services	13	1.754%	57,683		57,683		57,683
0001-261- Information Technology Administration	4	0.540%	17,748		17,748		17,748
0001-262- Telecommunications	4	0.540%	17,748		17,748		17,748
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.135%	4,437		4,437		4,437
0001-907, 908- Non-Departmental	-	0.000%	-		-		-
-	-	0.000%	-		-		-
-	-	0.000%	-		-		-
-	-	0.000%	-		-		-
-	-	0.000%	-		-		-
-	-	0.000%	-		-		-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.405%	13,311		13,311	706	14,018
0001-105- COUNCIL/CITY COUNCIL DIV	11	1.484%	48,808		48,808	2,589	51,398
0001-121- POLICE COMMISSION DIV	2	0.270%	8,874		8,874	471	9,345
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	6	0.810%	26,623		26,623	1,412	28,035
0001-191- GF-POLICE ADMIN DIV	199	26.856%	882,987		882,987	46,844	929,831
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	2	0.270%	8,874		8,874	471	9,345
0001-194- GF-POLICE-COPS GRANT	1	0.135%	4,437		4,437	235	4,673
0001-196- GF-POLICE/REGULATORY	2	0.270%	8,874		8,874	471	9,345
0001-197- CAD DISPATCH SYST/COMM POL DIV	26	3.509%	115,365		115,365	6,120	121,485
0001-199- GF-PARKING ENFORCEMENT DIV	1	0.135%	4,437		4,437	235	4,673
0001-201- GF-FIRE/ADMIN DIV	4	0.540%	17,748		17,748	942	18,690
0001-202- GF-FIRE/SUPRESSN DIV	82	11.066%	363,844		363,844	19,302	383,146
0001-203- GF-FIRE PREVENTION DIV	7	0.945%	31,060		31,060	1,648	32,708
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	1	0.135%	4,437		4,437	235	4,673
0001-206- GF-FIRE/OF. OF EMS DIV	2	0.270%	8,874		8,874	471	9,345
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	17	2.294%	75,431		75,431	4,002	79,433
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	0.945%	31,060		31,060	1,648	32,708
0001-233- GF-PRKS&LNSKP/PRKS (S-DIV)	36	4.858%	159,736		159,736	8,474	168,211

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-234- IT GIS	29	3.914%	128,677		128,677	6,826	135,503
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	16	2.159%	70,994		70,994	3,766	74,760
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	1	0.135%	4,437		4,437	235	4,673
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-		-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	40	5.398%	177,485		177,485	9,416	186,901
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-		-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	10	1.350%	44,371		44,371	2,354	46,725
0001-244- GF-LIB&CL SVC/P-ART DIV	-	0.000%	-		-	-	-
0001-251- GF-RECREATION ADM DIV	15	2.024%	66,557		66,557	3,531	70,088
0001-253- CM&NB/BOOKER T CTR (S-DIV)	36	4.858%	159,736		159,736	8,474	168,211
0001-255- GF-CM TRANSPORTATN OPERATIONS	2	0.270%	8,874		8,874	471	9,345
0001-254- GF-REC/SPCL EVENTS (S-DIV)	10	1.350%	44,371		44,371	2,354	46,725
0001-256- RECREATION SVCS/AQUATICS	37	4.993%	164,174		164,174	8,710	172,883
0001-257- RECREATION SVCS/CONVENTION CTR	4	0.540%	17,748		17,748	942	18,690
0001-259- RECREATION SVCS/PLUNGE	1	0.135%	4,437		4,437	235	4,673
0001-260- RECREATION SVCS/CITIES OF SRVC	2	0.270%	8,874		8,874	471	9,345
0001-291- GF-ADMINISTRATIVE SERVICES	1	0.135%	4,437		4,437	235	4,673
0001-292- GF-STREET SWEEPING	1	0.135%	4,437		4,437	235	4,673
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	3	0.405%	13,311		13,311	706	14,018
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.135%	4,437		4,437	235	4,673
0001-364- GF-ECON DEV/PUBLIC ART DIV	1	0.135%	4,437		4,437	235	4,673
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	2	0.270%	8,874		8,874	471	9,345
0001-371- INTERNAL SERVICES-ADMIN	2	0.270%	8,874		8,874	471	9,345
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-		-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-		-	-	-
1002- STATE GAS TAX	-	0.000%	-		-	-	-
1003- TRANSPORTATION OPERATIONS	-	0.000%	-		-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-		-	-	-
1005- LIBRARY FUND	-	0.000%	-		-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-		-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-		-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-		-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-		-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-		-	-	-
1014- EDA GRANT FUND	-	0.000%	-		-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-		-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-		-	-	-
1018- RENT CONTROL	-	0.000%	-		-	-	-
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-		-	-	-
1050- CR-PLANNING & BUILDING	-	0.000%	-		-	-	-
1051- CR-ENGINEERING	-	0.000%	-		-	-	-
1053- CODE ENFORCEMENT-CR	-	0.000%	-		-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-		-	-	-
1055- ENCROACHMENTS SVCS	-	0.000%	-		-	-	-
1200- COR HOUSING ADMINISTRATION	-	0.000%	-		-	-	-
1201- CDBG	-	0.000%	-		-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-		-	-	-
1205- EMPLOYMENT & TRAINING	-	0.000%	-		-	-	-
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-		-	-	-
1208- SUCCESSOR HOUSING AGENCY	-	0.000%	-		-	-	-
1209- CAL-HOME	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-
1303- KIDS FIRST INITIATIVE	-	0.000%	-	-	-	-	-
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-	-	-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-	-	-	-	-
2002- MEASURE J	-	0.000%	-	-	-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-	-	-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-	-	-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-	-	-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-	-	-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-	-	-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-	-	-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-	-	-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-	-	-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-	-	-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-	-	-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-	-	-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-	-	-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-	-	-	-	-
4001- PORT OF RICHMOND	-	0.000%	-	-	-	-	-
4003- WASTEWATER	-	0.000%	-	-	-	-	-
4005- MARINA	-	0.000%	-	-	-	-	-
4006- STORM WATER	-	0.000%	-	-	-	-	-
4008- KCRT - CABLE TELEVIS	-	0.000%	-	-	-	-	-
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-	-	-	-	-
4102- RHA-HOPE 6	-	0.000%	-	-	-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-	-	-	-	-
4401- RHA-HACIENDA	-	0.000%	-	-	-	-	-
4404- RHA-NEVIN PLAZA	-	0.000%	-	-	-	-	-
4405- RHA-NYSTROM VILLAGE	-	0.000%	-	-	-	-	-
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-	-	-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-	-	-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-	-	-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-	-	-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-	-	-	-	-
5001- INSURANCE RESERVES	-	0.000%	-	-	-	-	-
5003- EQUIPMENT SERVICES	-	0.000%	-	-	-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-	-	-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-	-	-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-	-	-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-	-	-	-	-
6004- COMMISSION ON AGING	-	0.000%	-	-	-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-	-	-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-	-	-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-	-	-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-	-	-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-	-	-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-	-	-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-	-	-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-	-	-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	741	100.000%	\$ 3,287,907	\$ -	\$ 3,287,907	\$ 146,652	\$ 3,434,559

Allocation Basis: FY 20-21 Civic Center/Plaza FTE per Fund/Department, GF Only

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Civic Center/Plaza Security Services	20.4						
ALLOCABLE BUDGET UNITS							
BLDG- Building Use	-	0.000%	\$ -		\$ -		\$ -
EQUIP- Equipment Use	-	0.000%	-		-		-
0001-131- City Manager's Office	4	1.177%	4,557		4,557		4,557
0001-141- City Clerk	4	1.177%	4,557		4,557		4,557
0001-151- City Attorney	11	3.238%	12,531		12,531		12,531
0001-171- Finance Administration	3	0.883%	3,417		3,417		3,417
0001-172- Accounting	7	2.060%	7,974		7,974		7,974
0001-173- Budget/Operating	4	1.177%	4,557		4,557		4,557
0001-174- Payroll	3	0.883%	3,417		3,417		3,417
0001-175- Treasury/Cash Management	4	1.177%	4,557		4,557		4,557
0001-176- Accounts Payable	2	0.589%	2,278		2,278		2,278
0001-177- Rev Collection	5	1.472%	5,696		5,696		5,696
0001-178- Purchasing	2	0.589%	2,278		2,278		2,278
0001-181- Human Resources	13	3.826%	14,809		14,809		14,809
0001-232- Facility Maintenance and Administration	34	10.008%	38,731		38,731		38,731
0001-235- Equipment Services/Fleet Services	13	3.826%	14,809		14,809		14,809
0001-261- Information Technology Administration	4	1.177%	4,557		4,557		4,557
0001-262- Telecommunications	4	1.177%	4,557		4,557		4,557
0001-263- IT/Mailroom and Duplication, GIS, ERP and Desk	1	0.294%	1,139		1,139		1,139
0001-907, 908- Non-Departmental	-	0.000%	-		-		-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
-	-	0.000%	-		-	-	-
RECEIVING BUDGET UNITS							
0001-101- OFFICE OF THE MAYOR	3	0.883%	3,417		3,417	234	3,651
0001-105- COUNCIL/CITY COUNCIL DIV	11	3.238%	12,531		12,531	856	13,387
0001-121- POLICE COMMISSION DIV	-	0.000%	-		-	-	-
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	-	0.000%	-		-	-	-
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	-	0.000%	-		-	-	-
0001-191- GF-POLICE ADMIN DIV	-	0.000%	-		-	-	-
0001-192- GF-POLICE-PATROL/CIB	-	0.000%	-		-	-	-
0001-193- GF-POLICE/CRIME PREVENTION	-	0.000%	-		-	-	-
0001-194- GF-POLICE-COPS GRANT	-	0.000%	-		-	-	-
0001-196- GF-POLICE/REGULATORY	-	0.000%	-		-	-	-
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	0.000%	-		-	-	-
0001-199- GF-PARKING ENFORCEMENT DIV	3	0.883%	3,417		3,417	234	3,651
0001-201- GF-FIRE/ADMIN DIV	5	1.472%	5,696		5,696	389	6,085
0001-202- GF-FIRE/SUPRESSN DIV	-	0.000%	-		-	-	-
0001-203- GF-FIRE PREVENTION DIV	7	2.060%	7,974		7,974	545	8,519
0001-204- GF-FIRE/ SUPPORT DIV	-	0.000%	-		-	-	-
0001-205- GF-FIRE/TRAINING DIV	-	0.000%	-		-	-	-
0001-206- GF-FIRE/OF. OF EMS DIV	-	0.000%	-		-	-	-
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	10	2.943%	11,391		11,391	778	12,170
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	0.000%	-		-	-	-
0001-231- GF-PW ADMIN-DIV	7	2.060%	7,974		7,974	545	8,519
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	-	0.000%	-		-	-	-
0001-234- IT GIS	23	6.770%	26,200		26,200	1,791	27,991

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	-	0.000%	-	-	-	-	-
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	0.000%	-	-	-	-	-
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	0.000%	-	-	-	-	-
0001-241- GF-LIB&CL SVC/L-ADM DIV	37	10.910%	42,224	-	42,224	2,886	45,110
0001-242- GF-LS/REF SVCS(S-DIV)	-	0.000%	-	-	-	-	-
0001-243- GF-LIB&CL SVCS/LEAP DIV	12	3.591%	13,898	-	13,898	950	14,847
0001-244- GF-LIB&CL SVC/P-ART DIV	1	0.294%	1,139	-	1,139	78	1,217
0001-251- GF-RECREATION ADM DIV	-	0.000%	-	-	-	-	-
0001-253- CM&NB/BOOKER T CTR (S-DIV)	-	0.000%	-	-	-	-	-
0001-255- GF-CM TRANSPORTATN OPERATIONS	-	0.000%	-	-	-	-	-
0001-254- GF-REC/SPCL EVENTS (S-DIV)	-	0.000%	-	-	-	-	-
0001-256- RECREATION SVCS/AQUATICS	-	0.000%	-	-	-	-	-
0001-257- RECREATION SVCS/CONVENTION CTR	-	0.000%	-	-	-	-	-
0001-259- RECREATION SVCS/PLUNGE	-	0.000%	-	-	-	-	-
0001-260- RECREATION SVCS/CITIES OF SRVC	-	0.000%	-	-	-	-	-
0001-291- GF-ADMINISTRATIVE SERVICES	-	0.000%	-	-	-	-	-
0001-292- GF-STREET SWEEPING	-	0.000%	-	-	-	-	-
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	-	0.000%	-	-	-	-	-
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	1	0.294%	1,139	-	1,139	78	1,217
0001-364- GF-ECON DEV/PUBLIC ART DIV	-	0.000%	-	-	-	-	-
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	-	0.000%	-	-	-	-	-
0001-371- INTERNAL SERVICES-ADMIN	-	0.000%	-	-	-	-	-
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	0.000%	-	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	0.000%	-	-	-	-	-
1002- STATE GAS TAX	-	0.000%	-	-	-	-	-
1003- TRANSPORTATION OPERATIONS	-	0.000%	-	-	-	-	-
1004- ASSET SEIZURE FUND	-	0.000%	-	-	-	-	-
1005- LIBRARY FUND	-	0.000%	-	-	-	-	-
1006- OUTSIDE FUNDED SVCS - GRANTS	-	0.000%	-	-	-	-	-
1007- EMERGENCY MED SERV	-	0.000%	-	-	-	-	-
1010- N.RICHMOND WASTE	-	0.000%	-	-	-	-	-
1012- HILLTOP LANDSCAPE MAINT DIST	-	0.000%	-	-	-	-	-
1013- FIRE DEPT HAZMAT GRANT	-	0.000%	-	-	-	-	-
1014- EDA GRANT FUND	-	0.000%	-	-	-	-	-
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	0.000%	-	-	-	-	-
1017- CHEVRON MODERNIZATN PROJ & CIA	-	0.000%	-	-	-	-	-
1018- RENT CONTROL	17	5.004%	19,365	-	19,365	1,323	20,689
1019- SBI RMRA CAP IMPROVEMENT	-	0.000%	-	-	-	-	-
1050- CR-PLANNING & BUILDING	25	7.359%	28,479	-	28,479	1,946	30,425
1051- CR-ENGINEERING	1	0.294%	1,139	-	1,139	78	1,217
1053- CODE ENFORCEMENT-CR	-	0.000%	-	-	-	-	-
1054- ENGINEERING GRANTS	-	0.000%	-	-	-	-	-
1055- ENCROACHMENTS SVCS	8	2.296%	8,885	-	8,885	607	9,493
1200- COR HOUSING ADMINISTRATION	3	0.883%	3,417	-	3,417	234	3,651
1201- CDBG	-	0.000%	-	-	-	-	-
1203- NEIGHBORHOOD STABILIZATION	-	0.000%	-	-	-	-	-
1205- EMPLOYMENT & TRAINING	16	4.710%	18,226	-	18,226	1,246	19,472
1207- NEIGHBORHOOD STAB(CITY)	-	0.000%	-	-	-	-	-
1208- SUCCESSOR HOUSING AGNCY	-	0.000%	-	-	-	-	-
1209- CAL-HOME	-	0.000%	-	-	-	-	-
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	0.000%	-	-	-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
1303- KIDS FIRST INITIATIVE	3	0.883%	3,417		3,417	234	3,651
1304- EMERGENCY OPE & DISASTR RECVRY	-	0.000%	-		-	-	-
2001- GENERAL CAPITAL FUND	-	0.000%	-		-	-	-
2002- MEASURE J	-	0.000%	-		-	-	-
2110- IMPACT FEE - PARK	-	0.000%	-		-	-	-
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	0.000%	-		-	-	-
2113- IMPACT FEE - FIRE	-	0.000%	-		-	-	-
2114- IMPACT FEE - POLICE	-	0.000%	-		-	-	-
2115- IMPACT FEE - COMM/AQUATC	-	0.000%	-		-	-	-
2116- IMPACT FEE - PARKS/OPEN	-	0.000%	-		-	-	-
2117- IMPACT FEE - LIBRARY	-	0.000%	-		-	-	-
2119- IMPACT FEE - STORM DRAINAGE	-	0.000%	-		-	-	-
2120- IMPACT FEE - WASTEWATER	-	0.000%	-		-	-	-
2125- IRON TRIANGLE/EPA PROGRAMS	-	0.000%	-		-	-	-
2126- COR-HOUSING DEPT CIP FUND	-	0.000%	-		-	-	-
3001- DS - 2005 TAXABLE POB	-	0.000%	-		-	-	-
3002- DS - 99A PENSION OBLIG BOND	-	0.000%	-		-	-	-
3005- DS - 2007 CIVIC CENTER	-	0.000%	-		-	-	-
4001- PORT OF RICHMOND	-	0.000%	-		-	-	-
4003- WASTEWATER	10	2.943%	11,391		11,391	778	12,170
4005- MARINA	-	0.000%	-		-	-	-
4006- STORM WATER	-	0.000%	-		-	-	-
4008- KCRT - CABLE TELEVIS	5	1.472%	5,696		5,696	389	6,085
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	0.000%	-		-	-	-
4102- RHA-HOPE 6	-	0.000%	-		-	-	-
4201- RHA-CAPITAL FUND	-	0.000%	-		-	-	-
4401- RHA-HACIENDA	1	0.294%	1,139		1,139	78	1,217
4404- RHA-NEVIN PLAZA	6	1.669%	6,459		6,459	441	6,900
4405- RHA-NYSTROM VILLAGE	1	0.294%	1,139		1,139	78	1,217
4406- RHA-RICHMOND VILLAGE ONE	-	0.000%	-		-	-	-
4407- RHA-RICHMOND VILLAGE TWO	-	0.000%	-		-	-	-
4408- RHA-RICHMOND VILLAGE THREE	-	0.000%	-		-	-	-
4501- RHA-CENTRAL OFFICE COST CNTR	-	0.000%	-		-	-	-
4502- RHA-HOUSING (RAD) CORPORATION	-	0.000%	-		-	-	-
5001- INSURANCE RESERVES	6	1.766%	6,835		6,835	467	7,302
5003- EQUIPMENT SERVICES	-	0.000%	-		-	-	-
5005- CAD DISPATCH SYSTEM	-	0.000%	-		-	-	-
5006- RMS RECORDS SERVICES	-	0.000%	-		-	-	-
5008- COMPENSATED ABSENCES	-	0.000%	-		-	-	-
6001- GENERAL TRUST & AGENCY	-	0.000%	-		-	-	-
6004- COMMISSION ON AGING	-	0.000%	-		-	-	-
6005- SEAVER GALLERY TRUST FUND	-	0.000%	-		-	-	-
6007- SENIOR TRUST DEPOSIT	-	0.000%	-		-	-	-
6047- CERTBT PLAN FUND	-	0.000%	-		-	-	-
6048- OPEB PLAN TRUST	-	0.000%	-		-	-	-
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	0.000%	-		-	-	-
6050- GENERAL PENSION FUND	-	0.000%	-		-	-	-
6051- POLICE & FIRE PENSION	-	0.000%	-		-	-	-
6052- GARFIELD PENSION FUND	-	0.000%	-		-	-	-
6058- MARINA WESTSHORE DEB	-	0.000%	-		-	-	-
6059- COUNTRY CLUB VISTA	-	0.000%	-		-	-	-
6060- REASSESSMENT DISTRICT 2003-1	-	0.000%	-		-	-	-

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

0001-907, 908- Non-Departmental

ALLOCATION DETAIL	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
6101- SA-PROPERTY TAX TRUST FUND	-	0.000%	-	-	-	-	-
6102- SA- ADMINISTRATION	-	0.000%	-	-	-	-	-
6103- SA - CAPITAL PROJECT FUNDS	-	0.000%	-	-	-	-	-
6208- SA-CIP 07B TAR B BND PRCDS-HSG	-	0.000%	-	-	-	-	-
6300- SA-DS HARBOR 98 TAR B	-	0.000%	-	-	-	-	-
6304- SA-DS 2003B TAR B	-	0.000%	-	-	-	-	-
6305- SA-DS 2004A TAR B 2/3	-	0.000%	-	-	-	-	-
6306- SA-DS 2004A TAR B -1/3 HSING	-	0.000%	-	-	-	-	-
6307- SA-DS 2004B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6308- SA-DS 2007/10A TAR B	-	0.000%	-	-	-	-	-
6309- SA-DS 2007/10B TAR B - HOUSING	-	0.000%	-	-	-	-	-
6401- SA-DS 2014A NON-TAXABLE BONDS	-	0.000%	-	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	0.000%	-	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	0.000%	-	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	0.000%	-	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	0.000%	-	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	0.000%	-	-	-	-	-
AO- ALL OTHER	-	0.000%	-	-	-	-	-
Total	340	100.000%	\$ 387,009	\$ -	\$ 387,009	\$ 17,262	\$ 404,271

Allocation Basis: FY 20-21 Civic Center/Plaza FTE per Fund/Department, All Funds

Source of Allocation: City Staff Roster 20-21 Pay-benefitsA.xlsx

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-907, 908- Non-Departmental	Compensated Leave & Retiree Benefits	Citywide Support Services	Civic Center Rent Allocation	Total
ALLOCABLE BUDGET UNITS				
BLDG- Building Use	\$ -	\$ -	\$ -	\$ -
EQUIP- Equipment Use	-	-	-	-
0001-131- City Manager's Office	33,663	1,461	17,748	57,429
0001-141- City Clerk	43,986	1,630	17,748	67,920
0001-151- City Attorney	96,505	3,670	48,808	161,514
0001-171- Finance Administration	30,922	1,159	13,311	48,810
0001-172- Accounting	60,755	2,599	31,060	102,388
0001-173- Budget/Operating	27,009	998	17,748	50,312
0001-174- Payroll	21,985	725	13,311	39,438
0001-175- Treasury/Cash Management	32,271	1,193	17,748	55,770
0001-176- Accounts Payable	15,726	518	8,874	27,397
0001-177- Rev Collection	35,562	1,505	22,186	64,949
0001-178- Purchasing	22,516	784	8,874	34,453
0001-181- Human Resources	93,248	4,201	57,683	169,941
0001-232- Facility Maintenance and Administration	272,250	17,082	150,862	478,925
0001-235- Equipment Services/Fleet Services	118,482	6,784	57,683	197,758
0001-261- Information Technology Administration	45,715	3,469	17,748	71,489
0001-262- Telecommunications	46,364	3,529	17,748	72,199
0001-263- IT/Mailroom and Duplication, GIS, ERP and D	5,871	322	4,437	11,769
0001-907, 908- Non-Departmental	438,559	16,331	-	454,890
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
RECEIVING BUDGET UNITS				
0001-101- OFFICE OF THE MAYOR	35,038	1,153	14,018	53,860
0001-105- COUNCIL/CITY COUNCIL DIV	28,003	967	51,398	93,755
0001-121- POLICE COMMISSION DIV	4,145	138	9,345	13,628
0001-132- CM-SPCIAL PROJS/ENVIRONMENTAL	241	8	-	249
0001-163- GF-PLN/CODE ENFORCEMENT (DIV)	75,367	2,649	28,035	106,051
0001-191- GF-POLICE ADMIN DIV	2,711,910	121,795	929,831	3,763,536
0001-192- GF-POLICE-PATROL/CIB	-	27	-	27
0001-193- GF-POLICE/CRIME PREVENTION	11,666	400	9,345	21,412
0001-194- GF-POLICE-COPS GRANT	56,471	2,325	4,673	63,469
0001-196- GF-POLICE/REGULATORY	33,568	1,380	9,345	44,293
0001-197- CAD DISPATCH SYST/COMM POL DIV	-	8,110	121,485	129,596
0001-199- GF-PARKING ENFORCEMENT DIV	22,242	731	4,673	31,296
0001-201- GF-FIRE/ADMIN DIV	36,197	1,282	18,690	62,253
0001-202- GF-FIRE/SUPRESSN DIV	1,536,562	61,202	383,146	1,980,911
0001-203- GF-FIRE PREVENTION DIV	100,551	4,623	32,708	146,401
0001-204- GF-FIRE/ SUPPORT DIV	-	467	-	467
0001-205- GF-FIRE/TRAINING DIV	20,651	842	4,673	26,165
0001-206- GF-FIRE/OF. OF EMS DIV	12,454	413	9,345	22,212
0001-211- OF. OF NB-HOOD SFTY ADMIN DIV	75,265	2,640	79,433	169,508
0001-212- OFF OF N-HOOD SFTY/GRANT ADM	-	710	-	710
0001-231- GF-PW ADMIN-DIV	75,951	3,558	32,708	120,736
0001-233- GF-PRKS&LNDSKP/PRKS (S-DIV)	201,134	9,232	168,211	378,578
0001-234- IT GIS	187,879	6,416	135,503	357,789

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-907, 908- Non-Departmental	Compensated Leave & Retiree Benefits	Citywide Support Services	Civic Center Rent Allocation	Total
0001-237- GF-I&M/ABATEMENT SVCS (DIV)	113,768	4,132	74,760	192,660
0001-238- GF-I&M/CODE ENFORCEMENT (DIV)	-	-	4,673	4,673
0001-239- GF-I&M/PROP/ASSETS MNGT (DIV)	-	2	-	2
0001-241- GF-LIB&CL SVC/L-ADM DIV	211,690	7,064	186,901	450,765
0001-242- GF-LS/REF SVCS(S-DIV)	-	750	-	750
0001-243- GF-LIB&CL SVCS/LEAP DIV	41,108	1,745	46,725	104,425
0001-244- GF-LIB&CL SVC/P-ART DIV	-	-	-	1,217
0001-251- GF-RECREATION ADM DIV	111,365	3,776	70,088	185,229
0001-253- CM&NB/BOOKER T CTR (S-DIV)	59,121	2,110	168,211	229,442
0001-255- GF-CM TRANSPORTATN OPERATIONS	618	328	9,345	10,291
0001-254- GF-REC/SPCL EVENTS (S-DIV)	39,730	1,379	46,725	87,835
0001-256- RECREATION SVCS/AQUATICS	11,565	402	172,883	184,851
0001-257- RECREATION SVCS/CONVENTION CTR	23,086	788	18,690	42,564
0001-259- RECREATION SVCS/PLUNGE	11,036	375	4,673	16,083
0001-260- RECREATION SVCS/CITIES OF SRVC	11,894	590	9,345	21,829
0001-291- GF-ADMINISTRATIVE SERVICES	-	-	4,673	4,673
0001-292- GF-STREET SWEEPING	-	-	4,673	4,673
0001-361- GF ECON DEV/SP PRJ-ENVIRONMNTL	20,653	1,010	14,018	35,681
0001-362- GF ECON DEV/SP PRJ-ENVIRONMNTL	23,628	1,146	4,673	30,664
0001-364- GF-ECON DEV/PUBLIC ART DIV	10,252	1,322	4,673	16,246
0001-369- GF-ECON DEV/REAL ESTATE (DIV)	27,282	1,350	9,345	37,977
0001-371- INTERNAL SERVICES-ADMIN	-	544	9,345	9,889
0001-910- GF-NON-DEPT/CITY FESTIVAL	-	-	-	-
1001- SECURED PENSION OVERRIDE	-	-	-	-
1002- STATE GAS TAX	-	5,517	-	5,517
1003- TRANSPORTATION OPERATIONS	-	1,162	-	1,162
1004- ASSET SEIZURE FUND	-	86	-	86
1005- LIBRARY FUND	-	527	-	527
1006- OUTSIDE FUNDED SVCS - GRANTS	-	3,602	-	3,602
1007- EMERGENCY MED SERV	-	482	-	482
1010- N.RICHMOND WASTE	-	218	-	218
1012- HILLTOP LANDSCAPE MAINT DIST	-	2,709	-	2,709
1013- FIRE DEPT HAZMAT GRANT	-	574	-	574
1014- EDA GRANT FUND	-	988	-	988
1015- MARINA BAY LNDSCP&LIGHTDIST FD	-	2,329	-	2,329
1017- CHEVRON MODERNIZATN PROJ & CIA	-	12,506	-	12,506
1018- RENT CONTROL	-	4,339	-	25,028
1019- SBI RMRA CAP IMPROVEMENT	-	336	-	336
1050- CR-PLANNING & BUILDING	-	15,329	-	45,754
1051- CR-ENGINEERING	-	-	-	1,217
1053- CODE ENFORCEMENT-CR	-	-	-	-
1054- ENGINEERING GRANTS	-	294	-	294
1055- ENCROACHMENTS SVCS	-	1,094	-	10,587
1200- COR HOUSING ADMINISTRATION	-	816	-	4,467
1201- CDBG	-	77	-	77
1203- NEIGHBORHOOD STABILIZATION	-	52	-	52
1205- EMPLOYMENT & TRAINING	-	9,362	-	28,834
1207- NEIGHBORHOOD STAB(CITY)	-	33	-	33
1208- SUCCESSOR HOUSING AGNCY	-	285	-	285
1209- CAL-HOME	-	31	-	31

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-907, 908- Non-Departmental	Compensated Leave & Retiree Benefits	Citywide Support Services	Civic Center Rent Allocation	Total
1302- HOUSNG IN LIEU FEE - DEVELOPER	-	78	-	78
1303- KIDS FIRST INITIATIVE	-	724	-	4,375
1304- EMERGENCY OPE & DISASTR RECVRY	-	2,384	-	2,384
2001- GENERAL CAPITAL FUND	-	-	-	-
2002- MEASURE J	-	1,577	-	1,577
2110- IMPACT FEE - PARK	-	37	-	37
2111- PF IMP FEES-TRAFFIC/ROAD-ENG	-	701	-	701
2113- IMPACT FEE - FIRE	-	164	-	164
2114- IMPACT FEE - POLICE	-	11	-	11
2115- IMPACT FEE - COMM/AQUATC	-	132	-	132
2116- IMPACT FEE - PARKS/OPEN	-	77	-	77
2117- IMPACT FEE - LIBRARY	-	29	-	29
2119- IMPACT FEE - STORM DRAINAGE	-	84	-	84
2120- IMPACT FEE - WASTEWATER	-	34	-	34
2125- IRON TRIANGLE/EPA PROGRAMS	-	439	-	439
2126- COR-HOUSING DEPT CIP FUND	-	-	-	-
3001- DS - 2005 TAXABLE POB	-	1,069	-	1,069
3002- DS - 99A PENSION OBLIG BOND	-	653	-	653
3005- DS - 2007 CIVIC CENTER	-	9,837	-	9,837
4001- PORT OF RICHMOND	-	12,842	-	12,842
4003- WASTEWATER	-	44,128	-	56,298
4005- MARINA	-	501	-	501
4006- STORM WATER	-	3,774	-	3,774
4008- KCRT - CABLE TELEVIS	-	1,668	-	7,753
4101- RHA-HSNG CHOICE VOUCHER-SEC 8	-	42	-	42
4102- RHA-HOPE 6	-	85	-	85
4201- RHA-CAPITAL FUND	-	576	-	576
4401- RHA-HACIENDA	-	785	-	2,002
4404- RHA-NEVIN PLAZA	-	3,959	-	10,859
4405- RHA-NYSTROM VILLAGE	-	1,623	-	2,840
4406- RHA-RICHMOND VILLAGE ONE	-	550	-	550
4407- RHA-RICHMOND VILLAGE TWO	-	468	-	468
4408- RHA-RICHMOND VILLAGE THREE	-	265	-	265
4501- RHA-CENTRAL OFFICE COST CNTR	-	179	-	179
4502- RHA-HOUSING (RAD) CORPORATION	-	0	-	0
5001- INSURANCE RESERVES	-	38,388	-	45,690
5003- EQUIPMENT SERVICES	-	2,428	-	2,428
5005- CAD DISPATCH SYSTEM	-	-	-	-
5006- RMS RECORDS SERVICES	-	-	-	-
5008- COMPENSATED ABSENCES	-	4,790	-	4,790
6001- GENERAL TRUST & AGENCY	-	-	-	-
6004- COMMISSION ON AGING	-	5	-	5
6005- SEAVR GALLERY TRUST FUND	-	-	-	-
6007- SENIOR TRUST DEPOSIT	-	24	-	24
6047- CERTBT PLAN FUND	-	484	-	484
6048- OPEB PLAN TRUST	-	15,686	-	15,686
6049- PT MOLATE PRIVATE-PURPOSE TRST	-	466	-	466
6050- GENERAL PENSION FUND	-	885	-	885
6051- POLICE & FIRE PENSION	-	3,271	-	3,271
6052- GARFIELD PENSION FUND	-	110	-	110

City of Richmond
TITLE 2 CFR 200 Cost Allocation Plan
Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

ALLOCATION SUMMARY

0001-907, 908- Non-Departmental	Compensated Leave & Retiree Benefits	Citywide Support Services	Civic Center Rent Allocation	Total
6058- MARINA WESTSHORE DEB	-	147	-	147
6059- COUNTRY CLUB VISTA	-	385	-	385
6060- REASSESSMENT DISTRICT 2003-1	-	-	-	-
6101- SA-PROPERTY TAX TRUST FUND	-	-	-	-
6102- SA- ADMINISTRATION	-	459	-	459
6103- SA - CAPITAL PROJECT FUNDS	-	1,161	-	1,161
6208- SA-CIP 07B TARB BND PRCDs-HSG	-	-	-	-
6300- SA-DS HARBOR 98 TARB	-	11	-	11
6304- SA-DS 2003B TARB	-	893	-	893
6305- SA-DS 2004A TARB 2/3	-	722	-	722
6306- SA-DS 2004A TARB -1/3 HSING	-	362	-	362
6307- SA-DS 2004B TARB - HOUSING	-	82	-	82
6308- SA-DS 2007/10A TARB	-	1,493	-	1,493
6309- SA-DS 2007/10B TARB - HOUSING	-	6	-	6
6401- SA-DS 2014A NON-TAXABLE BONDS	-	-	-	-
6402- SA-DS 2014B TAXABLE BONDS	-	-	-	-
6403- SA-DS LOANS PAYABLE	-	-	-	-
6404- SA-DS 2021A NON-TAXABLE BONDS is new	-	-	-	-
6405- SA-DS 2021B TAXABLE BONDS is new	-	-	-	-
6996- SUCCESSOR AGENCY - GLTDAG	-	-	-	-
9102- CITY OF RICHMOND - GFAAG	-	-	-	-
AO- ALL OTHER	-	-	-	-
Total	\$ 7,383,485	\$ 552,330	\$ 3,434,559	\$ 11,774,645

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

Budget Unit		FY 20-21 Total Council Agendas	FY 20-21 Modified Total Direct Cost per Fund/Department	FY 20-21 Total FTEs per Fund/Departme nt	FY 20-21 Total PO's per Fund/Departme nt	FY 20-21 Total Revenues Received per Fund/Departme nt	FY 20-21 Total Building Square Footage	FY 20-21 Total Accounts Payable Invoices per Fund/Departm ent
ALLOCABLE BUDGET UNITS								
BLDG	Building Use	-	-	-	-	-	-	-
EQUIP	Equipment Use	-	-	-	-	-	-	-
0001-131	City Manager's Office	45	697,359	4.00	400	112,454	-	139
0001-141	City Clerk	-	777,896	4.00	-	235,055	-	174
0001-151	City Attorney	16	1,751,709	11.00	101	105,086	-	147
0001-171	Finance Administration	64	553,449	3.00	2,114	31,813	-	149
0001-172	Accounting	-	1,240,824	7.00	-	3,145	-	9
0001-173	Budget/Operating	-	476,217	4.00	-	62,638	-	10
0001-174	Payroll	-	345,969	3.00	-	-	-	-
0001-175	Treasury/Cash Management	-	569,497	4.00	-	31,004	-	27
0001-176	Accounts Payable	-	247,478	2.00	-	-	-	-
0001-177	Rev Collection	-	718,569	5.00	-	214,808	-	43
0001-178	Purchasing	-	374,421	2.00	-	-	-	8
0001-181	Human Resources	31	2,005,530	13.00	-	447,720	-	299
0001-232	Facility Maintenance and Administration	35	8,153,968	34.00	196	1,228,687	3,000	5,380
0001-235	Equipment Services/Fleet Services	-	3,238,310	13.00	246	700,541	14,000	2,264
0001-261	Information Technology Administration	5	1,655,871	4.00	671	873,193	-	177
0001-262	Telecommunications	-	1,684,630	4.00	-	1,176,070	-	1,033
0001-263	IT/Mailroom and Duplication, GIS, ERP and Deskto	-	153,491	1.00	-	87,753	-	86
0001-907, 908	Non-Departmental	-	7,795,660	-	-	1,208,995	-	6,578
RECEIVING BUDGET UNITS								
0001-101	OFFICE OF THE MAYOR	113	523,740	3.00	-	1,482	-	18
0001-105	COUNCIL/CITY COUNCIL DIV	48	439,059	11.00	59	9,139	-	145
0001-121	POLICE COMMISSION DIV	27	62,842	2.00	-	66	-	7
0001-132	CM-SPCIAL PROJ/ENVIRONMENTAL	-	3,586	-	-	-	-	-
0001-163	GF-PLN/CODE ENFORCEMENT (DIV)	-	1,202,884	6.00	-	62,697	-	112
0001-191	GF-POLICE ADMIN DIV	-	55,306,835	199.00	-	3,354,699	79,313	1,734
0001-192	GF-POLICE-PATROL/CIB	-	12,394	-	48	-	-	-
0001-193	GF-POLICE/CRIME PREVENTION	-	181,674	2.00	2	-	-	32
0001-194	GF-POLICE-COPS GRANT	-	1,055,716	1.00	3	-	-	-
0001-196	GF-POLICE/REGULATORY	-	626,523	2.00	3	1,337	-	6
0001-197	CAD DISPATCH SYST/COMM POL DIV	-	3,682,925	26.00	-	25,392	-	18
0001-199	GF-PARKING ENFORCEMENT DIV	-	331,873	1.00	-	-	-	-
0001-201	GF-FIRE/ADMIN DIV	8	581,965	4.00	-	6,500	-	13
0001-202	GF-FIRE/SUPPRESSN DIV	-	27,791,828	82.00	3	-	48,502	-
0001-203	GF-FIRE PREVENTION DIV	-	2,099,498	7.00	14	43,978	-	138
0001-204	GF-FIRE/ SUPPORT DIV	-	212,225	-	-	76,583	-	203
0001-205	GF-FIRE/TRAINING DIV	-	382,158	1.00	53	416	-	11
0001-206	GF-FIRE/OF. OF EMS DIV	-	187,542	2.00	-	800	-	10
0001-211	OF. OF NB-HOOD SFTY ADMIN DIV	2	1,198,953	17.00	-	75,047	-	106
0001-212	OFF OF N-HOOD SFTY/GRANT ADM	-	322,512	-	-	174,387	-	98
0001-231	GF-PW ADMIN-DIV	-	1,615,853	7.00	-	482,746	4,500	169
0001-233	GF-PRKS&LNDSEK/PRKS (S-DIV)	-	4,192,433	36.00	3	314,787	9,048	1,148
0001-234	IT GIS	-	2,913,668	29.00	44	24,954	8,000	260
0001-237	GF-I&M/ABATEMENT SVCS (DIV)	-	1,876,467	16.00	-	25,952	-	153
0001-238	GF-I&M/CODE ENFORCEMENT (DIV)	-	-	1.00	-	2,118	-	8
0001-239	GF-I&M/PROP/ASSETS MNGT (DIV)	-	1,037	-	-	24,811	-	22
0001-241	GF-LIB&CL SVC/L-ADM DIV	-	3,207,650	40.00	-	47,047	37,470	129

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

Budget Unit		FY 20-21 Total Council Agendas	FY 20-21 Modified Total Direct Cost per Fund/Department	FY 20-21 Total FTEs per Fund/Departme nt	FY 20-21 Total PO's per Fund/Departme nt	FY 20-21 Total Revenues Received per Fund/Departme nt	FY 20-21 Total Building Square Footage	FY 20-21 Total Accounts Payable Invoices per Fund/Departm ent
0001-242	GF-LS/REF SVCS(S-DIV)	-	340,601	-	104	215,112	-	623
0001-243	GF-LIB&CL SVCS/LEAP DIV	5	792,469	10.00	-	6,608	-	18
0001-244	GF-LIB&CL SVC/P-ART DIV	-	-	-	45	22,994	21,000	13
0001-251	GF-RECREATION ADM DIV	12	1,714,843	15.00	-	23,878	32,228	163
0001-253	CM&NB/BOOKER T CTR (S-DIV)	-	958,357	36.00	120	11,453	42,245	256
0001-255	GF-CM TRANSPORTATN OPERATIONS	-	148,890	2.00	-	1,243	-	24
0001-254	GF-REC/SPCL EVENTS (S-DIV)	-	626,360	10.00	42	187	15,868	73
0001-256	RECREATION SVCS/AQUATICS	-	182,634	37.00	9	2,454	7,500	59
0001-257	RECREATION SVCS/CONVENTION CTR	-	357,913	4.00	30	2,738	40,000	14
0001-259	RECREATION SVCS/PLUNGE	-	170,093	1.00	28	1,527	-	35
0001-260	RECREATION SVCS/CITIES OF SRVC	-	267,988	2.00	-	30,838	-	39
0001-291	GF-ADMINISTRATIVE SERVICES	-	-	1.00	-	23,166	-	40
0001-292	GF-STREET SWEEPING	-	-	1.00	-	1,884	-	39
0001-361	GF ECON DEV/SP PRJ-ENVIRONMNTL	-	458,761	3.00	-	17,614	-	38
0001-362	GF ECON DEV/SP PRJ-ENVIRONMNTL	-	520,353	1.00	-	126,910	-	30
0001-364	GF-ECON DEV/PUBLIC ART DIV	-	600,302	1.00	-	24,148	-	21
0001-369	GF-ECON DEV/REAL ESTATE (DIV)	-	613,159	2.00	-	68,527	-	31
0001-371	INTERNAL SERVICES-ADMIN	-	247,152	2.00	-	26,699	-	24
0001-910	GF-NON-DEPT/CITY FESTIVAL	-	-	-	-	-	-	-
1001	SECURED PENSION OVERRIDE	-	-	-	-	-	-	-
1002	STATE GAS TAX	-	2,505,332	-	127	1,358,550	-	249
1003	TRANSPORTATION OPERATIONS	-	527,519	4.00	45	44,339	76,980	79
1004	ASSET SEIZURE FUND	-	38,869	-	47	37,811	-	9
1005	LIBRARY FUND	-	239,327	-	95	28,742	-	176
1006	OUTSIDE FUNDED SVCS - GRANTS	-	1,635,759	-	444	326,953	-	109
1007	EMERGENCY MED SERV	-	218,705	-	17	53,928	-	76
1010	N.RICHMOND WASTE	-	98,933	-	58	660	-	7
1012	HILLTOP LANDSCAPE MAINT DIST	-	1,229,936	13.00	36	111,023	-	237
1013	FIRE DEPT HAZMAT GRANT	-	260,528	-	58	19,840	-	10
1014	EDA GRANT FUND	-	448,646	-	-	-	-	-
1015	MARINA BAY LNDSKP&LIGHTDIST FD	-	1,057,801	12.00	29	46,688	-	272
1017	CHEVRON MODERNIZATN PROJ & CIA	-	5,678,989	-	-	785,388	-	193
1018	RENT CONTROL	1	1,970,289	13.00	-	28,345	-	160
1019	SBI RMRA CAP IMPROVEMENT	-	152,690	-	-	89,741	-	23
1050	CR-PLANNING & BUILDING	54	6,960,808	24.00	180	4,338,861	-	826
1051	CR-ENGINEERING	34	-	-	67	101,265	-	213
1053	CODE ENFORCEMENT-CR	-	-	-	131	5,043	-	1
1054	ENGINEERING GRANTS	-	133,511	-	37	216,561	-	49
1055	ENCROACHMENTS SVCS	-	496,910	8.00	-	17,613	-	43
1200	COR HOUSING ADMINISTRATION	20	370,521	3.00	4	34,702	-	61
1201	CDBG	-	34,796	-	141	51,254	-	9
1203	NEIGHBORHOOD STABILIZATION	-	23,729	-	6	-	-	-
1205	EMPLOYMENT & TRAINING	24	4,251,434	17.00	345	331,312	31,585	583
1207	NEIGHBORHOOD STAB(CITY)	-	15,073	-	-	13,455	-	2
1208	SUCCESSOR HOUSING AGNCY	-	129,618	-	-	6,213	-	3
1209	CAL-HOME	-	14,174	-	-	-	-	-
1302	HOUSNG IN LIEU FEE - DEVELOPER	-	35,594	-	-	-	-	-
1303	KIDS FIRST INITIATIVE	30	328,708	3.00	-	151,882	-	38
1304	EMERGENCY OPE & DISASTR RECVRY	-	1,082,717	-	-	457,232	-	585

City of Richmond
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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

Budget Unit		FY 20-21 Total Council Agendas	FY 20-21 Modified Total Direct Cost per Fund/Department	FY 20-21 Total FTEs per Fund/Departme nt	FY 20-21 Total PO's per Fund/Departme nt	FY 20-21 Total Revenues Received per Fund/Departme nt	FY 20-21 Total Building Square Footage	FY 20-21 Total Accounts Payable Invoices per Fund/Departm ent
2001	GENERAL CAPITAL FUND	-	-	-	324	684,607	-	34
2002	MEASURE J	-	716,192	-	110	1,080,867	-	82
2110	IMPACT FEE - PARK	-	16,777	-	100	15,000	-	1
2111	PF IMP FEES-TRAFFIC/ROAD-ENG	-	318,372	-	11	84,645	-	19
2113	IMPACT FEE - FIRE	-	74,637	-	8	35,977	-	6
2114	IMPACT FEE - POLICE	-	4,795	-	13	-	-	-
2115	IMPACT FEE - COMM/AQUATC	-	59,927	-	11	245,653	-	8
2116	IMPACT FEE - PARKS/OPEN	-	34,743	-	39	48,359	-	1
2117	IMPACT FEE - LIBRARY	-	13,210	-	20	-	-	5
2119	IMPACT FEE - STORM DRAINAGE	-	37,964	-	-	-	-	6
2120	IMPACT FEE - WASTEWATER	-	15,356	-	-	-	-	2
2125	IRON TRIANGLE/EPA PROGRAMS	-	199,450	-	-	203,124	-	8
2126	COR-HOUSING DEPT CIP FUND	-	-	-	1	-	-	-
3001	DS - 2005 TAXABLE POB	-	485,548	-	-	-	-	-
3002	DS - 99A PENSION OBLIG BOND	-	296,687	-	-	-	-	-
3005	DS - 2007 CIVIC CENTER	-	4,466,982	-	-	-	-	-
4001	PORT OF RICHMOND	10	5,831,462	3.00	282	502,969	-	279
4003	WASTEWATER	-	20,038,389	9.00	227	1,433,083	-	803
4005	MARINA	-	227,391	-	4	-	-	-
4006	STORM WATER	32	1,713,549	-	58	377,796	-	116
4008	KCRT - CABLE TELEVIS	-	757,422	4.00	21	2,418	-	111
4101	RHA-HSNG CHOICE VOUCHER-SEC 8	-	19,191	-	-	-	-	-
4102	RHA-HOPE 6	-	38,490	-	-	-	-	12
4201	RHA-CAPITAL FUND	-	261,561	-	-	99,426	-	32
4401	RHA-HACIENDA	-	356,607	-	-	-	-	52
4404	RHA-NEVIN PLAZA	-	1,797,674	2.00	-	624	-	742
4405	RHA-NYSTROM VILLAGE	-	737,142	1.00	-	-	-	560
4406	RHA-RICHMOND VILLAGE ONE	-	249,915	-	-	-	-	-
4407	RHA-RICHMOND VILLAGE TWO	-	212,381	-	-	-	-	-
4408	RHA-RICHMOND VILLAGE THREE	-	120,209	-	-	-	-	-
4501	RHA-CENTRAL OFFICE COST CNTR	-	81,269	1.00	-	15,767	-	315
4502	RHA-HOUSING (RAD) CORPORATION	-	50	-	-	-	-	-
5001	INSURANCE RESERVES	-	17,431,941	5.00	210	2,381,121	-	216
5003	EQUIPMENT SERVICES	-	1,102,646	-	736	2,180,511	-	86
5005	CAD DISPATCH SYSTEM	-	-	1.00	72	1,200	-	16
5006	RMS RECORDS SERVICES	-	-	-	39	-	-	-
5008	COMPENSATED ABSENCES	-	2,175,310	-	-	-	-	-
6001	GENERAL TRUST & AGENCY	-	-	-	-	-	-	-
6004	COMMISSION ON AGING	-	2,259	-	-	115	-	3
6005	SEAVER GALLERY TRUST FUND	-	-	-	-	-	-	1
6007	SENIOR TRUST DEPOSIT	-	10,946	-	-	5,829	-	15
6047	CERTBT PLAN FUND	-	219,584	-	-	-	-	-
6048	OPEB PLAN TRUST	-	7,123,046	-	-	-	-	-
6049	PT MOLATE PRIVATE-PURPOSE TRST	-	211,836	-	-	-	-	-
6050	GENERAL PENSION FUND	-	401,991	7.00	-	-	-	-
6051	POLICE & FIRE PENSION	-	1,485,241	24.00	-	-	-	-
6052	GARFIELD PENSION FUND	-	50,048	1.00	-	-	-	-
6058	MARINA WESTSHORE DEB	-	66,784	-	-	-	-	-
6059	COUNTRY CLUB VISTA	-	174,720	-	-	-	-	-

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6060	REASSESSMENT DISTRICT 2003-1	-	-	-	-	-	-	-
6101	SA-PROPERTY TAX TRUST FUND	-	-	-	-	-	-	-
6102	SA- ADMINISTRATION	-	208,383	-	10	50,949	-	156
6103	SA - CAPITAL PROJECT FUNDS	-	527,053	-	57	703,253	-	91
6208	SA-CIP 07B TAR BND PRCDS-HSG	-	-	-	-	-	-	-
6300	SA-DS HARBOR 98 TAR B	-	5,077	-	-	-	-	-
6304	SA-DS 2003B TAR B	-	405,325	-	-	-	-	-
6305	SA-DS 2004A TAR B 2/3	-	327,948	-	-	-	-	-
6306	SA-DS 2004A TAR B -1/3 HSING	-	164,564	-	-	-	-	-
6307	SA-DS 2004B TAR B - HOUSING	-	37,387	-	-	-	-	-
6308	SA-DS 2007/10A TAR B	-	677,753	-	-	-	-	-
6309	SA-DS 2007/10B TAR B - HOUSING	-	2,672	-	-	-	-	-
6401	SA-DS 2014A NON-TAXABLE BONDS	-	572,917	-	-	-	-	-
6402	SA-DS 2014B TAXABLE BONDS	-	-	-	-	-	-	-
6403	SA-DS LOANS PAYABLE	-	585,656	-	-	-	-	-
6404	SA-DS 2021A NON-TAXABLE BONDS is new	-	595,188	-	-	-	-	-
6405	SA-DS 2021B TAXABLE BONDS is new	-	108,451	-	-	-	-	-
6996	SUCCESSOR AGENCY - GLTDAG	-	394,410	-	-	-	-	-
9102	CITY OF RICHMOND - GFAAG	-	10,428,862	-	-	-	-	-
AO	ALL OTHER	-	-	-	1,631	1,515,598	68,036	982
Grand Total		616	265,076,821.12	896	10,189	32,208,169.56	539,275.00	31,376.00

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Source Cost Data from Fiscal Year 2020-2021 Actual Expenditures

Budget Unit		FY 20-21 Building Depreciation per Fund/Depart ment	FY 20-21 Equipment Depreciation per Fund/Depart ment	FY 20-21 Total Salaries and Benefits per Fund/Department	FY 20-21 Number of IT Units per Fund/Departm ent	FY 20-21 IT/Mailrm & Dup Costs	FY 20-21 Salaries and Benefits per Fund/Dept (General Fund Only)	FY 20-21 Civic Center/Plaza FTE per Fund/Departm ent, GF Only	FY 20-21 Civic Center/Plaza FTE per Fund/Depart ment, All Funds
ALLOCABLE BUDGET UNITS									
BLDG	Building Use			-	-	-			
EQUIP	Equipment Use			-	-	-			
0001-131	City Manager's Office			529,750	-	9	529,750	4	4
0001-141	City Clerk			692,194	9	1,002	692,194	4	4
0001-151	City Attorney			1,518,683	17	204	1,518,683	11	11
0001-171	Finance Administration			486,613	5	1,207	486,613	3	3
0001-172	Accounting			956,087	8	-	956,087	7	7
0001-173	Budget/Operating			425,042	5	155	425,042	4	4
0001-174	Payroll			345,969	5	-	345,969	3	3
0001-175	Treasury/Cash Management			507,848	7	-	507,848	4	4
0001-176	Accounts Payable			247,478	2	-	247,478	2	2
0001-177	Rev Collection			559,637	6	-	559,637	5	5
0001-178	Purchasing			354,337	3	-	354,337	2	2
0001-181	Human Resources			1,467,427	17	-	1,467,427	13	13
0001-232	Facility Maintenance and Administration	116,579		4,284,339	29	-	4,284,339	34	34
0001-235	Equipment Services/Fleet Services			1,864,527	12	-	1,864,527	13	13
0001-261	Information Technology Administration	345		719,413	26	190	719,413	4	4
0001-262	Telecommunications			729,627	-	-	729,627	4	4
0001-263	IT/Mailroom and Duplication, GIS, ERP and Deskto			92,387	-	-	92,387	1	1
0001-907, 908	Non-Departmental			6,901,504	-	-	6,901,504	-	-
RECEIVING BUDGET UNITS									
0001-101	OFFICE OF THE MAYOR			522,136	5	30	522,136	3	3
0001-105	COUNCIL/CITY COUNCIL DIV		2,628	417,302	20	9	417,302	11	11
0001-121	POLICE COMMISSION DIV			61,769	-	-	61,769	-	-
0001-132	CM-SPCIAL PROJ/ENVIRONMENTAL			3,586	-	-	3,586	-	-
0001-163	GF-PLN/CODE ENFORCEMENT (DIV)			1,123,111	-	-	1,123,111	-	-
0001-191	GF-POLICE ADMIN DIV	155,367	453,099	40,412,448	410	-	40,412,448	-	-
0001-192	GF-POLICE-PATROL/CIB			-	172	-	-	-	-
0001-193	GF-POLICE/CRIME PREVENTION			173,851	10	-	173,851	-	-
0001-194	GF-POLICE-COPS GRANT			841,525	-	-	841,525	-	-
0001-196	GF-POLICE/REGULATORY			500,230	6	8	500,230	-	-
0001-197	CAD DISPATCH SYST/COMM POL DIV			3,640,954	-	-	-	-	-
0001-199	GF-PARKING ENFORCEMENT DIV			331,443	8	-	331,443	3	3
0001-201	GF-FIRE/ADMIN DIV	51,774	75,299	539,396	21	-	539,396	5	5
0001-202	GF-FIRE/SUPRESSN DIV			22,897,610	-	-	22,897,610	-	-
0001-203	GF-FIRE PREVENTION DIV			1,498,392	-	818	1,498,392	7	7
0001-204	GF-FIRE/ SUPPORT DIV			-	16	-	-	-	-
0001-205	GF-FIRE/TRAINING DIV			307,742	3	-	307,742	-	-
0001-206	GF-FIRE/OF. OF EMS DIV			185,584	-	445	185,584	-	-
0001-211	OF. OF NB-HOOD SFTY ADMIN DIV			1,121,592	12	-	1,121,592	10	10
0001-212	OFF OF N-HOOD SFTY/GRANT ADM			-	-	-	-	-	-
0001-231	GF-PW ADMIN-DIV	72,806	155,223	1,131,805	34	61	1,131,805	7	7
0001-233	GF-PRKS&LNDSKP/PRKS (S-DIV)	25,923		2,997,274	12	-	2,997,274	-	-
0001-234	IT GIS			2,799,744	-	183	2,799,744	23	23
0001-237	GF-I&M/ABATEMENT SVCS (DIV)			1,695,351	-	2,462	1,695,351	-	-
0001-238	GF-I&M/CODE ENFORCEMENT (DIV)			-	16	-	-	-	-
0001-239	GF-I&M/PROP/ASSETS MNGT (DIV)			-	-	-	-	-	-
0001-241	GF-LIB&CL SVC/L-ADM DIV	5,625		3,154,575	57	22	3,154,575	37	37

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0001-242	GF-LS/REF SVCS(S-DIV)			-	37	346	-	-	-
0001-243	GF-LIB&CL SVCS/LEAP DIV			612,578	52	-	612,578	12	12
0001-244	GF-LIB&CL SVC/P-ART DIV			-	-	27	-	1	1
0001-251	GF-RECREATION ADM DIV	275,793	18,630	1,659,548	115	14	1,659,548	-	-
0001-253	CM&NB/BOOKER T CTR (S-DIV)	34,023		881,010	-	141	881,010	-	-
0001-255	GF-CM TRANSPORTATN OPERATIONS			9,213	-	93	9,213	-	-
0001-254	GF-REC/SPCL EVENTS (S-DIV)			592,051	-	-	592,051	-	-
0001-256	RECREATION SVCS/AQUATICS	107,310		172,344	-	-	172,344	-	-
0001-257	RECREATION SVCS/CONVENTION CTR			344,024	-	-	344,024	-	-
0001-259	RECREATION SVCS/PLUNGE	118,576		164,457	-	-	164,457	-	-
0001-260	RECREATION SVCS/CITIES OF SRVC		4,356	177,243	-	-	177,243	-	-
0001-291	GF-ADMINISTRATIVE SERVICES			-	-	-	-	-	-
0001-292	GF-STREET SWEEPING			-	6	-	-	-	-
0001-361	GF ECON DEV/SP PRJ-ENVIRONMNTL			307,771	-	226	307,771		
0001-362	GF ECON DEV/SP PRJ-ENVIRONMNTL			352,107	-	139	352,107	1	1
0001-364	GF-ECON DEV/PUBLIC ART DIV			152,769	-	27	152,769		
0001-369	GF-ECON DEV/REAL ESTATE (DIV)			406,554	-	-	406,554		
0001-371	INTERNAL SERVICES-ADMIN			219,305	-	-	-		
0001-910	GF-NON-DEPT/CITY FESTIVAL			-	-	-	-	-	-
1001	SECURED PENSION OVERRIDE			-	-	-	-	-	-
1002	STATE GAS TAX			-	-	-	-	-	-
1003	TRANSPORTATION OPERATIONS			431,789	7	-	-	-	-
1004	ASSET SEIZURE FUND			-	-	-	-	-	-
1005	LIBRARY FUND			-	-	1,407	-	-	-
1006	OUTSIDE FUNDED SVCS - GRANTS			-	-	147	-	-	-
1007	EMERGENCY MED SERV			-	-	-	-	-	-
1010	N.RICHMOND WASTE			-	-	-	-	-	-
1012	HILLTOP LANDSCAPE MAINT DIST			963,351	3	-	-	-	-
1013	FIRE DEPT HAZMAT GRANT			-	-	-	-	-	-
1014	EDA GRANT FUND			-	-	-	-	-	-
1015	MARINA BAY LNDSCP&LIGHTDIST FD			728,277	1	-	-	-	-
1017	CHEVRON MODERNIZATN PROJ & CIA			-	-	362	-	-	-
1018	RENT CONTROL			1,776,538	21	3,664	-	-	17
1019	SBI RMRA CAP IMPROVEMENT			-	-	-	-	-	-
1050	CR-PLANNING & BUILDING			3,533,155	88	910	-	-	25
1051	CR-ENGINEERING			-	-	-	-	-	1
1053	CODE ENFORCEMENT-CR			-	-	-	-	-	-
1054	ENGINEERING GRANTS			-	-	-	-	-	-
1055	ENCROACHMENTS SVCS			492,976	13	-	-	-	8
1200	COR HOUSING ADMINISTRATION			200,045	8	-	-	-	3
1201	CDBG			5,717	-	-	-	-	-
1203	NEIGHBORHOOD STABILIZATION			35,576	-	-	-	-	-
1205	EMPLOYMENT & TRAINING			2,299,306	60	-	-	-	16
1207	NEIGHBORHOOD STAB(CITY)			-	-	-	-	-	-
1208	SUCCESSOR HOUSING AGNCY			212,991	-	-	-	-	-
1209	CAL-HOME			24,821	-	-	-	-	-
1302	HOUSNG IN LIEU FEE - DEVELOPER			53,364	-	-	-	-	-
1303	KIDS FIRST INITIATIVE			218,195	-	358	-	-	3
1304	EMERGENCY OPE & DISASTR RECVRY			294,117	-	-	-	-	-

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2001	GENERAL CAPITAL FUND		-	-	-	-		-
2002	MEASURE J		-	-	-	-		-
2110	IMPACT FEE - PARK		-	-	-	-		-
2111	PF IMP FEES-TRAFFIC/ROAD-ENG		-	-	-	-		-
2113	IMPACT FEE - FIRE		-	-	-	-		-
2114	IMPACT FEE - POLICE		-	-	-	-		-
2115	IMPACT FEE - COMM/AQUATC		-	-	-	-		-
2116	IMPACT FEE - PARKS/OPEN		-	-	-	-		-
2117	IMPACT FEE - LIBRARY		-	-	-	-		-
2119	IMPACT FEE - STORM DRAINAGE		-	-	-	-		-
2120	IMPACT FEE - WASTEWATER		-	-	-	-		-
2125	IRON TRIANGLE/EPA PROGRAMS		26,682	-	-	-		-
2126	COR-HOUSING DEPT CIP FUND		-	-	-	-		-
3001	DS - 2005 TAXABLE POB		-	-	-	-		-
3002	DS - 99A PENSION OBLIG BOND		-	-	-	-		-
3005	DS - 2007 CIVIC CENTER		-	-	-	-		-
4001	PORT OF RICHMOND		556,193	6	-	-		-
4003	WASTEWATER		1,562,165	48	-	-		10
4005	MARINA		-	-	-	-		-
4006	STORM WATER		165,084	-	-	-		-
4008	KCRT - CABLE TELEVIS		700,579	71	-	-		5
4101	RHA-HSNG CHOICE VOUCHER-SEC 8		-	12	-	-		-
4102	RHA-HOPE 6		-	-	-	-		-
4201	RHA-CAPITAL FUND		-	-	-	-		-
4401	RHA-HACIENDA		-	-	-	-		1
4404	RHA-NEVIN PLAZA		198,048	-	1	-		6
4405	RHA-NYSTROM VILLAGE		179,907	-	1	-		1
4406	RHA-RICHMOND VILLAGE ONE		-	-	-	-		-
4407	RHA-RICHMOND VILLAGE TWO		-	-	-	-		-
4408	RHA-RICHMOND VILLAGE THREE		-	-	-	-		-
4501	RHA-CENTRAL OFFICE COST CNTR		74,826	-	-	-		-
4502	RHA-HOUSING (RAD) CORPORATION		-	-	-	-		-
5001	INSURANCE RESERVES		1,610,277	1	-	-		6
5003	EQUIPMENT SERVICES		-	-	-	-		-
5005	CAD DISPATCH SYSTEM		-	-	-	-		-
5006	RMS RECORDS SERVICES		-	-	-	-		-
5008	COMPENSATED ABSENCES		2,175,310	-	-	-		-
6001	GENERAL TRUST & AGENCY		-	-	-	-		-
6004	COMMISSION ON AGING		-	-	519	-		-
6005	SEAVER GALLERY TRUST FUND		-	-	-	-		-
6007	SENIOR TRUST DEPOSIT		-	-	-	-		-
6047	CERTBT PLAN FUND		215,063	-	-	-		-
6048	OPEB PLAN TRUST		7,011,178	-	-	-		-
6049	PT MOLATE PRIVATE-PURPOSE TRST		-	-	-	-		-
6050	GENERAL PENSION FUND		401,991	-	-	-		-
6051	POLICE & FIRE PENSION		1,412,673	-	-	-		-
6052	GARFIELD PENSION FUND		50,048	-	-	-		-
6058	MARINA WESTSHORE DEB		-	-	-	-		-
6059	COUNTRY CLUB VISTA		-	-	-	-		-

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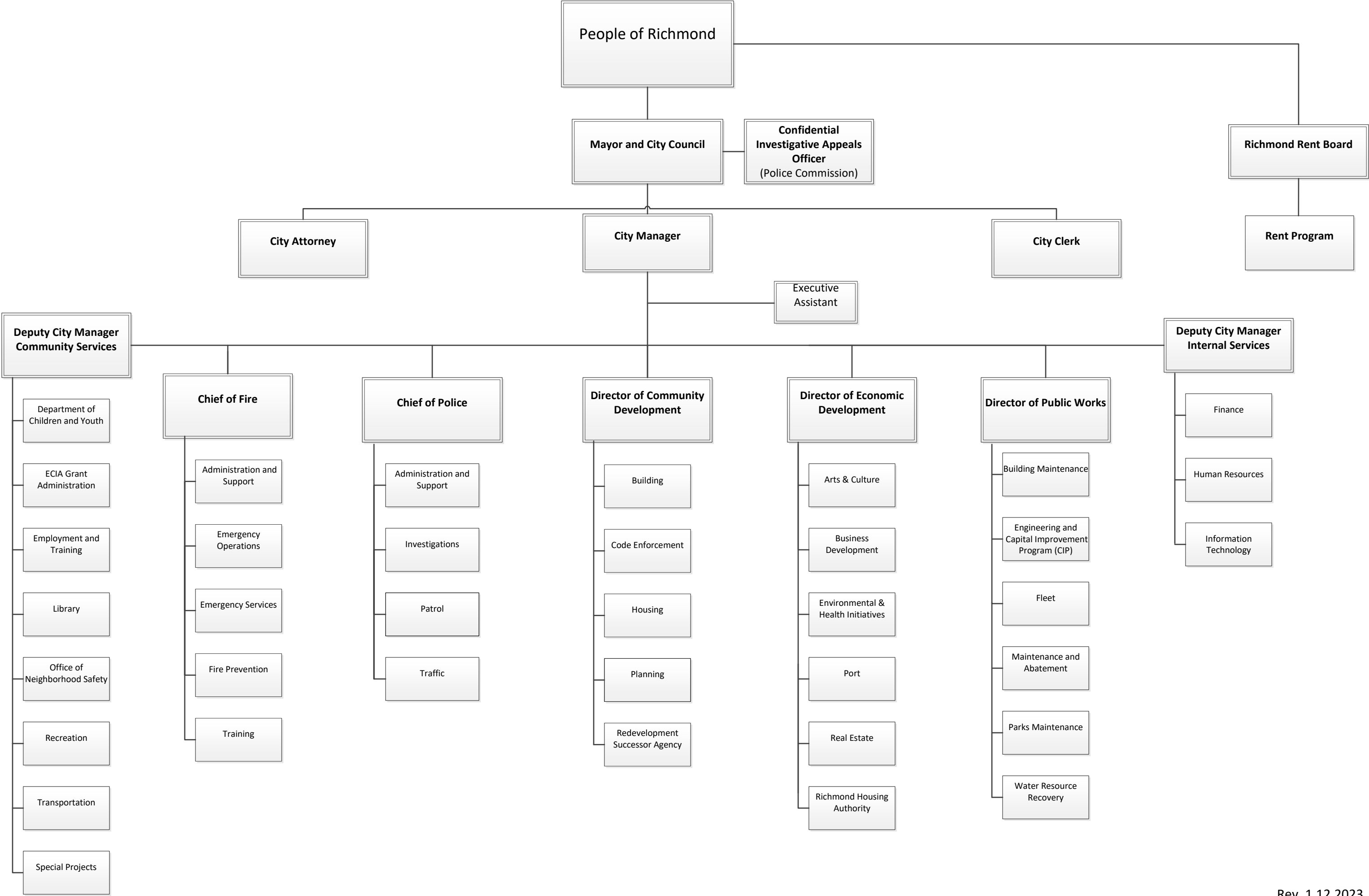
Budget Unit		FY 20-21 Building Depreciation per Fund/Depart ment	FY 20-21 Equipment Depreciation per Fund/Depart ment	FY 20-21 Total Salaries and Benefits per Fund/Department	FY 20-21 Number of IT Units per Fund/Departm ent	FY 20-21 IT/Mailrm & Dup Costs	FY 20-21 Salaries and Benefits per Fund/Dept (General Fund Only)	FY 20-21 Civic Center/Plaza FTE per Fund/Departm ent, GF Only	FY 20-21 Civic Center/Plaza FTE per Fund/Depart ment, All Funds
6060	REASSESSMENT DISTRICT 2003-1			-	-	-	-		-
6101	SA-PROPERTY TAX TRUST FUND			-	-	-	-		-
6102	SA- ADMINISTRATION			167,907	-	-	-		-
6103	SA - CAPITAL PROJECT FUNDS			85,457	-	-	-		-
6208	SA-CIP 07B TAR B BND PRCD S-HSG			-	-	-	-		-
6300	SA-DS HARBOR 98 TAR B			-	-	-	-		-
6304	SA-DS 2003B TAR B			-	-	-	-		-
6305	SA-DS 2004A TAR B 2/3			-	-	-	-		-
6306	SA-DS 2004A TAR B -1/3 HSING			-	-	-	-		-
6307	SA-DS 2004B TAR B - HOUSING			-	-	-	-		-
6308	SA-DS 2007/10A TAR B			-	-	-	-		-
6309	SA-DS 2007/10B TAR B - HOUSING			-	-	-	-		-
6401	SA-DS 2014A NON-TAXABLE BONDS	-		-	-	-	-		-
6402	SA-DS 2014B TAXABLE BONDS	-		-	-	-	-		-
6403	SA-DS LOANS PAYABLE			-	-	-	-		-
6404	SA-DS 2021A NON-TAXABLE BONDS is new	-		-	-	-	-		-
6405	SA-DS 2021B TAXABLE BONDS is new	-		-	-	-	-		-
6996	SUCCESSOR AGENCY - GLTDAG	-		-	-	-	-		-
9102	CITY OF RICHMOND - GFAAG	-		-	-	-	-		-
AO	ALL OTHER	-		-	-	-	-		-
Grand Total		964,119.57	709,235.60	142,954,862.23	1,502.00	15,184.94	111,230,997.62	238	340

EXHIBIT B

Title 2 CFR 200 Cost Allocation Plan Certificate

EXHIBIT C

Organizational Chart



Introduction

ABOUT THE ACOP

REFERENCES CITED IN THE ACOP

Authority for PHA policies is derived from many sources. Primary among these sources are regulations and guidance issued by HUD. State law also directs PHA policy. State law must be followed where such law exists and does not conflict with federal regulations. In the absence of legal requirements or HUD guidance, industry practice may lead to PHA policy. Finally, the public housing lease will affect PHA policy and therefore must be consistent with federal and state laws and regulations.

HUD

HUD provides the primary source of PHA policy through federal regulations, HUD Notices and handbooks. Compliance with federal regulations, current HUD Notices and HUD handbooks is mandatory.

HUD provides nonmandatory guidance to PHAs through HUD published guidebooks. Expired HUD Notices and handbooks also provide guidance for PHA policy. Following HUD guidance is optional, as long as PHA policies comply with federal law, federal regulations and mandatory policy. Because HUD has already determined that the guidance it provides is consistent with mandatory policies, PHA reliance on HUD guidance provides the PHA with a “safe harbor.”

Content contained on the HUD website can provide further clarification of HUD policies. For example, FAQs on the HUD website can provide direction on the application of federal regulations to a specific pattern.

State Law

Where there is no mandatory federal guidance, PHAs must comply with state law, if it exists. Where state law is more restrictive than federal law, but does not conflict with it, the PHA should follow the state law.

Industry Practice

Where no law or HUD authority exists on a particular subject, industry practice may support PHA policy. An industry practice is a way of doing things that is followed by most housing authorities.

RESOURCES CITED IN THE ACOP

The ACOP cites several documents. Where a document or resource is cited frequently, it may be abbreviated. Where it is cited only once or twice, the ACOP may contain the entire name of the document or resource. Following is a key to abbreviations used for various sources that are frequently cited in the ACOP, and a list of references and document locations that are referenced in the ACOP or that may be helpful to you.

Public Housing Occupancy Guidebook

In June 2020 HUD began issuing a new version of the *Public Housing Occupancy Guidebook* chapter-by-chapter. Unlike the previous version of the guidebook in which chapters were numbered, the new version includes chapter names, but no numbers. As the new version of the guidebook has not yet been fully released, and since the previous version of the guidebook contains guidance not found in the new version, the policy cites both versions of the guidebook. Therefore, where the *Public Housing Occupancy Guidebook* is cited in the policy, the citation will make a distinction between the “old” and “new” versions of the guidebook. The “old” version of the guidebook will continue to be cited as *PH OCC GB* with a chapter/page reference (example: PH OCC GB, p. 5-4). If HUD has also released a new chapter on the same topic with information that either adds new information or updates existing information from the previous guidebook, the new guidebook will be cited as *New PH OCC GB* with a chapter title and page reference (example: New PH OCC GB, *Lease Requirements*, p. 11).

Abbreviations

Throughout the ACOP, abbreviations are used to designate certain documents in citations. The following is a table of abbreviations of documents cited by the ACOP.

Abbreviation	Document
CFR	Code of Federal Regulations
HUD-50058 IB	HUD-50058 Instruction Booklet
PH OCC GB	Public Housing Occupancy Guidebook, June 2003
New PH OCC GB	Public Housing Occupancy Guidebook, Various dates of release
RHIIP FAQs	Rental Housing Integrity Improvement Program (RHIIP) Frequently Asked Questions
VG	Verification Guidance, March 2004 (attachment to PIH Notice 2004-1)

Resources and Where to Find Them

Following is a list of resources helpful to the PHA or referenced in the ACOP, and the online location of each.

Document and Location
Code of Federal Regulations http://www.ecfr.gov
Earned Income Disregard FAQs https://www.hud.gov/program_offices/public_indian_housing/phr/about/ao_faq_eid
Enterprise Income Verification (EIV) System PHA Security Procedures, Version 1.2, issued January 2005 https://www.hud.gov/sites/documents/EIVSECGUIDEPHA.PDF
Executive Order 11063 https://www.archives.gov/federal-register/codification/executive-order/11063.html
Federal Register https://www.federalregister.gov/
HUD-50058 Instruction Booklet https://www.hud.gov/sites/documents/FORM50058INSTRUCTBOOKLET.PDF
Joint Statement of the Department of Housing and Urban Development and the Department of Justice, issued May 17, 2004 https://www.justice.gov/sites/default/files/crt/legacy/2010/12/14/joint_statement_ra.pdf
Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, published January 22, 2007 https://www.lep.gov/guidance/HUD_guidance_Jan07.pdf
Notice PIH 2010-26, Nondiscrimination and Accessibility Notice http://www.hud.gov/offices/pih/publications/notices/10/pih2010-26.pdf
Notice PIH 2017-12, Administrative Guidance for Effective and Mandated Use of the Enterprise Income Verification (EIV) System https://www.hud.gov/sites/documents/PIH2017-12EIVNOTICE.PDF
Notice PIH 2018-24, Verification of Social Security Numbers (SSNs) Social Security (SS) and Supplemental Security Income (SSI) Benefits; and Effective Use of the Enterprise Income Verification (EIV) System's Identity Verification Report https://www.hud.gov/sites/dfiles/PIH/documents/PIH-2018-24_EIV_SSN_Notice_FINAL.pdf
OMB Circular A-133 https://www.whitehouse.gov/sites/whitehouse.gov/files/omb/circulars/A133/a133.pdf
Public Housing Occupancy Guidebook, June 2003 https://www.hud.gov/sites/documents/DOC_10760.PDF
VAWA Resources https://www.hud.gov/vawa

The HUD website is <https://www.hud.gov/>.

Guidebooks, handbooks, and other HUD resources may be found at the HUDClips website:
https://www.hud.gov/program_offices/administration/hudclips

Chapter 2

FAIR HOUSING AND EQUAL OPPORTUNITY

INTRODUCTION

This chapter explains the laws and HUD regulations requiring PHAs to affirmatively further civil rights and fair housing in all federally assisted housing programs. The letter and spirit of these laws are implemented through consistent policy and procedures. The responsibility to further nondiscrimination pertains to all areas of the PHA's public housing operations.

This chapter describes HUD regulations and PHA policies related to these topics in three parts:

Part I: Nondiscrimination. This part presents the body of laws and regulations governing the responsibilities of the PHA regarding nondiscrimination.

Part II: Policies Related to Persons with Disabilities. This part discusses the rules and policies of the public housing program related to reasonable accommodation for persons with disabilities. These rules and policies are based on the Fair Housing Act (42.U.S.C.) and Section 504 of the Rehabilitation Act of 1973, and incorporate guidance from the Joint Statement of The Department of Housing and Urban Development and the Department of Justice (DOJ), issued May 17, 2004.

Part III: Prohibition of Discrimination Against Limited English Proficiency Persons. This part details the obligations of the PHA to ensure meaningful access to the public housing program and its activities by persons with limited English proficiency (LEP). This part incorporates the Final Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient Persons published January 22, 2007, in the *Federal Register*.

2-I.A. OVERVIEW

Federal laws require PHAs to treat all applicants and tenant families equally, providing the same quality of service, regardless of family characteristics and background. Federal law prohibits discrimination in housing on the basis of race, color, religion, sex, national origin, age, familial status, and disability. In addition, HUD regulations provide for additional protections regarding sexual orientation, gender identity, and marital status. The PHA will comply fully with all federal, state, and local nondiscrimination laws, and with rules and regulations governing fair housing and equal opportunity in housing and employment, including:

- Title VI of the Civil Rights Act of 1964
- Title VIII of the Civil Rights Act of 1968 (as amended by the Community Development Act of 1974 and the Fair Housing Amendments Act of 1988)
- Executive Orders 11063 and 13988
- Section 504 of the Rehabilitation Act of 1973
- The Age Discrimination Act of 1975
- Title II of the Americans with Disabilities Act (to the extent that it applies, otherwise Section 504 and the Fair Housing Amendments govern)
- The Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity Final Rule, published in the *Federal Register* February 3, 2012, and further clarified in Notice PIH 2014-20
- The Violence against Women Act ~~of 2013~~ (VAWA)
- Any applicable state laws or local ordinances and any legislation protecting individual rights of tenants, applicants, or staff that may subsequently be enacted

When more than one civil rights law applies to a situation, the laws will be read and applied together.

RHA Policy

No state or local nondiscrimination laws or ordinances apply.

2-I.B. NONDISCRIMINATION

Federal regulations prohibit discrimination against certain protected classes and other groups of people. State and local requirements, as well as PHA policies, can prohibit discrimination against additional classes of people.

The PHA shall not discriminate because of race, color, sex, religion, familial status, age, disability or national origin (called “protected classes”).

Familial status includes children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18.

The PHA will not discriminate on the basis of marital status, gender identity, or sexual orientation [FR Notice 02/03/12; Executive Order 13988].

RHA Policy

RHA does not identify any additional protected classes.

RHA will not use any of these factors to:

- Deny to any family the opportunity to apply for housing, nor deny to any qualified applicant the opportunity to participate in the public housing program
- Provide housing that is different from that provided to others
- Subject anyone to segregation or disparate treatment
- Subject anyone to sexual harassment
- Restrict anyone's access to any benefit enjoyed by others in connection with the housing program
- Treat a person differently in determining eligibility or other requirements for admission
- Steer an applicant or tenant toward or away from a particular area based on any of these factors
- Deny anyone access to the same level of services
- Deny anyone the opportunity to participate in a planning or advisory group that is an integral part of the housing program
- Discriminate in the provision of residential real estate transactions
- Discriminate against someone because they are related to or associated with a member of a protected class
- Publish or cause to be published an advertisement or notice indicating the availability of housing that prefers or excludes persons who are members of a protected class

Providing Information to Families

The PHA must take steps to ensure that families are fully aware of all applicable civil rights laws. As part of the public housing orientation process, the PHA will provide information to public housing applicant families about civil rights requirements.

2-I.C. DISCRIMINATION COMPLAINTS

General Housing Discrimination Complaints

If an applicant or tenant family believes that any family member has been discriminated against by the PHA, the family should advise the PHA. The PHA should make every reasonable attempt to determine whether the applicant or tenant family's assertions have merit and take any warranted corrective action.

In all cases, the PHA ~~will~~ may advise the family that they may ~~to~~ file a fair housing complaint if the family feels they have been discriminated against under the Fair Housing Act.

~~Upon receipt of a housing discrimination complaint, the PHA is required to:~~

- ~~• Provide written notice of the complaint to those alleged and inform the complainant that such notice was made~~
- ~~• Investigate the allegations and provide the complainant and those alleged with findings and either a proposed corrective action or an explanation of why corrective action is not warranted~~
- ~~• Keep records of all complaints, investigations, notices, and corrective actions [Notice PHH 2014-20]~~

RHA Policy

Applicants or tenant families who believe that they have been subject to unlawful discrimination may notify RHA either orally or in writing.

Within 10 business days of receiving the complaint, RHA will ~~provide a written notice to those alleged to have violated the rule. The PHA will also send a written notice to the complainant informing them that notice was sent to those alleged to have violated the rule, as well as information on how to complete and submit a housing discrimination complaint form to HUD's Office of Fair Housing and Equal Opportunity (FHEO).~~

~~The PHA will investigate and attempt to remedy discrimination complaints made against RHA and will conduct an investigation into all allegations of discrimination. The PHA will also advise the family of their right to file a fair housing complaint with HUD's Office of Fair Housing and Equal Opportunity (FHEO). The fair housing poster, posted in conspicuous and accessible locations in PHA lobbies, will reference how to file a complaint with FHEO.~~

~~Within 10 business days following the conclusion of the PHA's investigation, the PHA will provide the complainant and those alleged to have violated the rule with findings and either a proposed corrective action plan or an explanation of why corrective action is not warranted.~~

RHA will keep a record of all complaints, investigations, notices, and corrective actions.

(See Chapter 16.)

Complaints under the Equal Access Final Rule [Notice PIH 2014-20]

Notice PIH 2014-20 requires an articulated complaint process for allegations of discrimination under the Equal Access Final rule. The Equal Access Final Rule requires that PHAs provide equal access regardless of marital status, gender identity, or sexual orientation. The PHA will be informed on these obligations by the HUD Field Office or FHEO when an Equal Access complaint investigation begins.

RHA Policy

Applicants or tenant families who believe that they have been subject to unlawful discrimination based on marital status, gender identity, or sexual orientation under the Equal Access Rule may notify RHA either orally or in writing.

Within 10 business days of receiving the complaint, RHA will provide a written notice to those alleged to have violated the rule. RHA will also send a written notice to the complainant informing them that notice was sent to those alleged to have violated the rule, as well as information on how to complete and submit a housing discrimination complaint form to HUD's Office of Fair Housing and Equal Opportunity (FHEO).

RHA will attempt to remedy discrimination complaints made against RHA and will conduct an investigation into all allegations of discrimination.

Within 10 business days following the conclusion of RHA's investigation, RHA will provide the complainant and those alleged to have violated the rule with findings and either a proposed corrective action plan or an explanation of why corrective action is not warranted.

RHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)

VAWA Complaint Processing [Notice FHEO 2023-01]

A complainant may, not later than one year after an alleged VAWA violation has occurred or terminated, file a complaint with FHEO alleging such violation. If there is a violation that began prior to a year before the complaint is filed, but it continues into the one-year time period, HUD will accept the complaint. FHEO will investigate the complaint if it is timely and FHEO otherwise has jurisdiction. If a complaint is filed more than one year after the alleged violation occurred or terminated, FHEO may, but is not required to, investigate the allegations under the additional authority and procedures described in FHEO 2023-01.

Complaints do not need to allege a violation of the Fair Housing Act for FHEO to accept and investigate the complaint.

RHA Policy

Applicants or tenant families who wish to file a VAWA complaint against RHA may notify RHA either orally or in writing.

RHA will advise the family of their right to file a VAWA complaint with HUD's Office of Fair Housing and Equal Opportunity (FHEO). RHA will inform the family that not later than one year after an alleged VAWA violation has occurred or terminated,

applicants and tenants who believe they have been injured by a VAWA violation or will be injured by such a violation that is about to occur may file a VAWA complaint using FHEO's online complaint form via mail, email, or telephone.

RHA will attempt to remedy complaints made against RHA and will conduct an investigation into all allegations of discrimination.

RHA will keep a record of all complaints, investigations, notices, and corrective actions. (See Chapter 16.)

PART II: POLICIES RELATED TO PERSONS WITH DISABILITIES

2-II.A. OVERVIEW

One type of disability discrimination prohibited by the Fair Housing Act is the refusal to make reasonable accommodation in rules, policies, practices, or services when such accommodation may be necessary to afford a person with a disability the equal opportunity to use and enjoy a program or dwelling under the program.

The PHA must ensure that persons with disabilities have full access to the PHA's programs and services. This responsibility begins with the first inquiry of an interested family and continues through every programmatic area of the public housing program [24 CFR 8].

The PHA must provide a notice to each tenant that the tenant may, at any time during the tenancy, request reasonable accommodation of a handicap of a household member, including reasonable accommodation so that the tenant can meet lease requirements or other requirements of tenancy [24 CFR 966.7(b)].

RHA Policy

RHA will ask all applicants and resident families if they require any type of accommodations, in writing, on the intake application, reexamination documents, and notices of adverse action by RHA, by including the following language:

“If you or anyone in your family is a person with disabilities, and you require a specific accommodation in order to fully utilize our programs and services, please contact the housing authority.”

A specific position and phone number will be provided as the contact person for requests for accommodation for persons with disabilities.

RHA will display posters and other housing information and signage in locations throughout RHA's office in such a manner as to be easily readable from a wheelchair.

2-II.B. DEFINITION OF REASONABLE ACCOMMODATION

A “reasonable accommodation” is a change, exception, or adjustment to a policy, practice or service that may be necessary for a person with a disability to have an equal opportunity to use and enjoy a dwelling, including public and common use spaces. Since policies and services may have a different effect on persons with disabilities than on other persons, treating persons with disabilities exactly the same as others will sometimes deny them an equal opportunity to use and enjoy a dwelling. [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act]

Federal regulations stipulate that requests for accommodations will be considered reasonable if they do not create an "undue financial and administrative burden" for the PHA, or result in a “fundamental alteration” in the nature of the program or service offered. A fundamental alteration is a modification that alters the essential nature of a provider’s operations.

Types of Reasonable Accommodations

When it is reasonable (see definition above and Section 2-II.E), the PHA shall accommodate the needs of a person with disabilities. Examples include but are not limited to:

- Permitting applications and reexaminations to be completed by mail
- Providing “large-print” forms
- Conducting home visits
- Permitting a higher utility allowance for the unit if a person with disabilities requires the use of specialized equipment related to the disability
- Modifying or altering a unit or physical system if such a modification or alteration is necessary to provide equal access to a person with a disability
- Installing a ramp into a dwelling or building
- Installing grab bars in a bathroom
- Installing visual fire alarms for hearing impaired persons
- Allowing a PHA-approved live-in aide to reside in the unit if that person is determined to be essential to the care of a person with disabilities, is not obligated for the support of the person with disabilities, and would not be otherwise living in the unit.
- Providing a designated handicapped-accessible parking space
- Allowing an assistance animal
- Permitting an authorized designee or advocate to participate in the application or certification process and any other meetings with PHA staff
- Displaying posters and other housing information in locations throughout the PHA's office in such a manner as to be easily readable from a wheelchair

2-II.C. REQUEST FOR AN ACCOMMODATION

If an applicant or participant indicates that an exception, change, or adjustment to a rule, policy, practice, or service is needed because of a disability, HUD requires that the PHA treat the information as a request for a reasonable accommodation, even if no formal request is made [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act].

The family must explain what type of accommodation is needed to provide the person with the disability full access to the PHA's programs and services.

If the need for the accommodation is not readily apparent or known to the PHA, the family must explain the relationship between the requested accommodation and the disability.

RHA Policy

RHA will encourage the family to make its request in writing using a reasonable accommodation request form. However, RHA will consider the accommodation any time the family indicates that an accommodation is needed whether or not a formal written request is submitted.

2-II.D. VERIFICATION OF DISABILITY

The regulatory civil rights definition for persons with disabilities is provided in Exhibit 2-1 at the end of this chapter. The definition of a person with a disability for the purpose of obtaining a reasonable accommodation is much broader than the HUD definition of disability which is used for waiting list preferences and income allowances.

Before providing an accommodation, the PHA must determine that the person meets the definition of a person with a disability, and that the accommodation will enhance the family's access to the PHA's programs and services.

If a person's disability is obvious or otherwise known to the PHA, and if the need for the requested accommodation is also readily apparent or known, no further verification will be required [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act].

If a family indicates that an accommodation is required for a disability that is not obvious or otherwise known to the PHA, the PHA must verify that the person meets the definition of a person with a disability, and that the limitations imposed by the disability require the requested accommodation.

When verifying a disability, the PHA will follow the verification policies provided in Chapter 7. All information related to a person's disability will be treated in accordance with the confidentiality policies provided in Chapter 16 (Program Administration). In addition to the general requirements that govern all verification efforts, the following requirements apply when verifying a disability:

- Third-party verification must be obtained from an individual identified by the family who is competent to make the determination. A doctor or other medical professional, a peer support group, a non-medical service agency, or a reliable third party who is in a position to know about the individual's disability may provide verification of a disability [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act].
- The PHA must request only information that is necessary to evaluate the disability-related need for the accommodation. The PHA may not inquire about the nature or extent of any disability.
- Medical records will not be accepted or retained in the participant file.
- In the event that the PHA does receive confidential information about a person's specific diagnosis, treatment, or the nature or severity of the disability, the PHA will dispose of it. In place of the information, the PHA will note in the file that the disability and other requested information have been verified, the date the verification was received, and the name and address of the knowledgeable professional who sent the information [Notice PIH 2010-26].

2-II.E. APPROVAL/DENIAL OF A REQUESTED ACCOMMODATION [Joint Statement of the Departments of HUD and Justice: Reasonable Accommodations under the Fair Housing Act, Notice PIH 2010-26]

The PHA must approve a request for an accommodation if the following three conditions are met.

- The request was made by or on behalf of a person with a disability.
- There is a disability-related need for the accommodation.
- The requested accommodation is reasonable, meaning it would not impose an undue financial and administrative burden on the PHA, or fundamentally alter the nature of the PHA's operations.

Requests for accommodations must be assessed on a case-by-case basis. The determination of undue financial and administrative burden must be made on a case-by-case basis involving various factors, such as the overall size of the PHA's program with respect to the number of employees, type of facilities and size of budget, type of operation including composition and structure of workforce, the nature and cost of the requested accommodation, and the availability of alternative accommodations that would effectively meet the family's disability-related needs.

Before making a determination whether to approve the request, the PHA may enter into discussion and negotiation with the family, request more information from the family, or may require the family to sign a consent form so that the PHA may verify the need for the requested accommodation.

RHA Policy

After a request for an accommodation is presented, RHA will respond, in writing, within 10 business days.

If RHA denies a request for an accommodation because there is no relationship, or nexus, found between the disability and the requested accommodation, the notice will inform the family of the right to appeal RHA's decision through an informal hearing (if applicable) or the grievance process (see Chapter 14).

If RHA denies a request for an accommodation because it is not reasonable (it would impose an undue financial and administrative burden or fundamentally alter the nature of RHA's operations), RHA will discuss with the family whether an alternative accommodation could effectively address the family's disability-related needs without a fundamental alteration to the public housing program and without imposing an undue financial and administrative burden.

If RHA believes that the family has failed to identify a reasonable alternative accommodation after interactive discussion and negotiation, RHA will notify the family, in writing, of its determination within 10 business days from the date of the most recent discussion or communication with the family. The notice will inform the family of the right to appeal RHA's decision through an informal hearing (if applicable) or the grievance process (see Chapter 14).

2-II.F. PROGRAM ACCESSIBILITY FOR PERSONS WITH HEARING OR VISION IMPAIRMENTS

HUD regulations require the PHA to take reasonable steps to ensure that persons with disabilities related to hearing and vision have reasonable access to the PHA's programs and services [24 CFR 8.6].

At the initial point of contact with each applicant, the PHA shall inform all applicants of alternative forms of communication that can be used other than plain language paperwork.

RHA Policy

To meet the needs of persons with hearing impairments, TTD/TTY (text telephone display / teletype) communication will be available.

To meet the needs of persons with vision impairments, large-print and audio versions of key program documents will be made available upon request. When visual aids are used in public meetings or presentations, or in meetings with RHA staff, one-on-one assistance will be provided upon request.

Additional examples of alternative forms of communication are sign language interpretation; having material explained orally by staff; or having a third party representative (a friend, relative or advocate, named by the applicant) to receive, interpret and explain housing materials and be present at all meetings.

2-II.G. PHYSICAL ACCESSIBILITY

The PHA must comply with a variety of regulations pertaining to physical accessibility, including the following.

- Notice PIH 2010-26
- Section 504 of the Rehabilitation Act of 1973
- The Americans with Disabilities Act of 1990
- The Architectural Barriers Act of 1968
- The Fair Housing Act of 1988

The PHA's policies concerning physical accessibility must be readily available to applicants and resident families. They can be found in three key documents.

- This policy, the Admissions and Continued Occupancy Policy, describes the key policies that govern the PHA's responsibilities with regard to physical accessibility.
- Notice PIH 2010-26 summarizes information about pertinent laws and implementing regulations related to nondiscrimination and accessibility in federally-funded housing programs.
- The PHA Plan provides information about self-evaluation, needs assessment, and transition plans.

The design, construction, or alteration of PHA facilities must conform to the Uniform Federal Accessibility Standards (UFAS). Notice PIH 2010-26 contains specific information on calculating the percentages of units for meeting UFAS requirements.

Newly-constructed facilities must be designed to be readily accessible to and usable by persons with disabilities. Alterations to existing facilities must be accessible to the maximum extent feasible, defined as not imposing an undue financial and administrative burden on the operations of the public housing program.

2-II.H. DENIAL OR TERMINATION OF ASSISTANCE

A PHA's decision to deny or terminate the assistance of a family that includes a person with disabilities is subject to consideration of reasonable accommodation [24 CFR 966.7].

When applicants with disabilities are denied assistance, the notice of denial must inform them of their right to request an informal hearing [24 CFR 960.208(a)].

When a family's lease is terminated, the notice of termination must inform the family of their right to request a hearing in accordance with the PHA's grievance process [24 CFR 966.4(l)(3)(ii)].

When reviewing reasonable accommodation requests, the PHA must consider whether reasonable accommodation will allow the family to overcome the problem that led to the PHA's decision to deny or terminate assistance. If a reasonable accommodation will allow the family to meet the requirements, the PHA must make the accommodation [24 CFR 966.7].

In addition, the PHA must provide reasonable accommodation for persons with disabilities to participate in the hearing process [24 CFR 966.56(h)].

PART III: IMPROVING ACCESS TO SERVICES FOR PERSONS WITH LIMITED ENGLISH PROFICIENCY (LEP)

2-III.A. OVERVIEW

Language for Limited English Proficiency Persons (LEP) can be a barrier to accessing important benefits or services, understanding and exercising important rights, complying with applicable responsibilities, or understanding other information provided by the public housing program. In certain circumstances, failure to ensure that LEP persons can effectively participate in or benefit from federally-assisted programs and activities may violate the prohibition under Title VI against discrimination on the basis of national origin. This part incorporates the Final Guidance to Federal Assistance Recipients Regarding Title VI Prohibition against National Origin Discrimination Affecting Limited English Proficient Persons, published January 22, 2007, in the *Federal Register*.

The PHA will take affirmative steps to communicate with people who need services or information in a language other than English. These persons will be referred to as Persons with Limited English Proficiency (LEP).

LEP persons are defined as persons who do not speak English as their primary language and who have a limited ability to read, write, speak or understand English. For the purposes of this Admissions and Continued Occupancy Policy, LEP persons are public housing applicants and resident families, and parents and family members of applicants and resident families.

In order to determine the level of access needed by LEP persons, the PHA will balance the following four factors: (1) the number or proportion of LEP persons eligible to be served or likely to be encountered by the public housing program; (2) the frequency with which LEP persons come into contact with the program; (3) the nature and importance of the program, activity, or service provided by the program to people's lives; and (4) the resources available to the PHA and costs. Balancing these four factors will ensure meaningful access by LEP persons to critical services while not imposing undue burdens on the PHA.

2-III.B. ORAL INTERPRETATION

The PHA will offer competent interpretation services free of charge, upon request, to the LEP person.

RHA Policy

RHA will utilize a language line for telephone interpreter services.

When exercising the option to conduct remote hearings, however, RHA will coordinate with a remote interpretation service which, when available, uses video conferencing technology rather than voice-only interpretation.

Where LEP persons desire, they will be permitted to use, at their own expense, an interpreter of their own choosing, in place of or as a supplement to the free language services offered by the PHA. RHA, at its discretion, may choose to use the language services even when LEP persons desire to use an interpreter of their choosing. The interpreter may be a family member or friend. If the interpreter chosen by the family is a minor, RHA will not rely as on the minor to serve as the interpreter.

RHA will analyze the various kinds of contacts it has with the public, to assess language needs and decide what reasonable steps should be taken. “Reasonable steps” may not be reasonable where the costs imposed substantially exceed the benefits.

Where feasible and possible, according to its language assistance plan (LAP), RHA will train and hire bilingual staff to be available to act as interpreters and translators, will pool resources with other PHAs, and will standardize documents.

2-III.C. WRITTEN TRANSLATION

Translation is the replacement of a written text from one language into an equivalent written text in another language.

RHA Policy

In order to comply with written-translation obligations, RHA will take the following steps:

RHA will provide written translations of vital documents for each eligible LEP language group that constitutes 5 percent or 1,000 persons, whichever is less, of the population of persons eligible to be served or likely to be affected or encountered. Translation of other documents, if needed, can be provided orally; or

If there are fewer than 50 persons in a language group that reaches the 5 percent trigger, RHA may not translate vital written materials, but will provide written notice in the primary language of the LEP language group of the right to receive competent oral interpretation of those written materials, free of cost.

2-III.D. IMPLEMENTATION PLAN

After completing the four-factor analysis and deciding what language assistance services are appropriate, the PHA shall determine whether it is necessary to develop a written implementation plan to address the identified needs of the LEP populations it serves.

If the PHA determines that it is not necessary to develop a written implementation plan, the absence of a written plan does not obviate the underlying obligation to ensure meaningful access by LEP persons to the PHA's public housing program and services.

RHA Policy

If it is determined that RHA serves very few LEP persons, and RHA has very limited resources, RHA will not develop a written LEP plan, but will consider alternative ways to articulate in a reasonable manner a plan for providing meaningful access. Entities having significant contact with LEP persons, such as schools, grassroots and faith-based organizations, community groups, and groups working with new immigrants will be contacted for input into the process.

If RHA determines it is appropriate to develop a written LEP plan, the following five steps will be taken: (1) Identifying LEP individuals who need language assistance; (2) identifying language assistance measures; (3) training staff; (4) providing notice to LEP persons; and (5) monitoring and updating the LEP plan.

EXHIBIT 2-1: DEFINITION OF A PERSON WITH A DISABILITY UNDER FEDERAL CIVIL RIGHTS LAWS [24 CFR Parts 8.3 and 100.201]

A person with a disability, as defined under federal civil rights laws, is any person who:

- Has a physical or mental impairment that substantially limits one or more of the major life activities of an individual, or
- Has a record of such impairment, or
- Is regarded as having such impairment

The phrase “physical or mental impairment” includes:

- Any physiological disorder or condition, cosmetic or disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine; or
- Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term “physical or mental impairment” includes, but is not limited to: such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.

“Major life activities” includes, but is not limited to, caring for oneself, performing manual tasks, walking, seeing, hearing, breathing, learning, and/or working.

“Has a record of such impairment” means has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major live activities.

“Is regarded as having an impairment” is defined as having a physical or mental impairment that does not substantially limit one or more major life activities but is treated by a public entity (such as the PHA) as constituting such a limitation; has none of the impairments defined in this section but is treated by a public entity as having such an impairment; or has a physical or mental impairment that substantially limits one or more major life activities, only as a result of the attitudes of others toward that impairment.

The definition of a person with disabilities does not include:

- Current illegal drug users
- People whose alcohol use interferes with the rights of others
- Persons who objectively pose a direct threat or substantial risk of harm to others that cannot be controlled with a reasonable accommodation under the public housing program

The above definition of disability determines whether an applicant or participant is entitled to any of the protections of federal disability civil rights laws. Thus, a person who does not meet this definition of disability is not entitled to a reasonable accommodation under federal civil rights and fair housing laws and regulations.

The HUD definition of a person with a disability is much narrower than the civil rights definition of disability. The HUD definition of a person with a disability is used for purposes of receiving the disabled family preference, the \$400 elderly/disabled household deduction, the allowance for medical expenses, or the allowance for disability assistance expenses.

The definition of a person with a disability for purposes of granting a reasonable accommodation request is much broader than the HUD definition of disability. Many people will not qualify as a disabled person under the public housing program, yet an accommodation is needed to provide equal opportunity.

Chapter 3

ELIGIBILITY

INTRODUCTION

The PHA is responsible for ensuring that every individual and family admitted to the public housing program meets all program eligibility requirements. This includes any individual approved to join the family after the family has been admitted to the program. The family must provide any information needed by the PHA to confirm eligibility and determine the level of the family's assistance.

To be eligible for the public housing program:

- The applicant family must:
 - Qualify as a family as defined by HUD and the PHA.
 - Have income at or below HUD-specified income limits.
 - Qualify on the basis of citizenship or the eligible immigrant status of family members.
 - Provide social security number information for household members as required.
 - Consent to the PHA's collection and use of family information as provided for in PHA-provided consent forms.
 - Not currently be receiving a duplicative subsidy.
- The PHA must determine that the current or past behavior of household members does not include activities that are prohibited by HUD or the PHA.

This chapter contains three parts:

Part I: Definitions of Family and Household Members. This part contains HUD and PHA definitions of family and household members and explains initial and ongoing eligibility issues related to these members.

Part II: Basic Eligibility Criteria. This part discusses income eligibility, and rules regarding citizenship, social security numbers, and family consent.

Part III: Denial of Admission. This part covers factors related to an applicant's past or current conduct (e.g. criminal activity) that can cause the PHA to deny admission.

PART I: DEFINITIONS OF FAMILY AND HOUSEHOLD MEMBERS

3-I.A. OVERVIEW

Some eligibility criteria and program rules vary depending upon the composition of the family requesting assistance. In addition, some requirements apply to the family as a whole and others apply to individual persons who will live in the public housing unit. This part provides information that is needed to correctly identify family and household members and explains HUD's eligibility rules.

3-I.B. FAMILY AND HOUSEHOLD [24 CFR 5.105(a)(2), 24 CFR 5.403, FR Notice 02/03/12, and Notice PIH 2014-20]

The terms *family* and *household* have different meanings in the public housing program.

Family

To be eligible for admission, an applicant must qualify as a family. *Family* as defined by HUD, includes but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status, a single person, who may be an elderly person, disabled person, near-elderly person, or any other single person; or a group of persons residing together. Such group includes, but is not limited to, a family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family), an elderly family, a near-elderly family, a disabled family, a displaced family, or the remaining member of a tenant family. The PHA has the discretion to determine if any other group of persons qualifies as a family.

Gender Identity means actual or perceived gender characteristics.

Sexual orientation means homosexuality, heterosexuality, or bisexuality.

RHA Policy

A family also includes two or more individuals who are not related by blood, marriage, adoption, or other operation of law, but who either can demonstrate that they have lived together previously or certify that each individual's income and other resources will be available to meet the needs of the family.

Each family must identify the individuals to be included in the family at the time of application and must update this information if the family's composition changes.

Household

Household is a broader term that includes additional people who, with the PHA's permission, live in a public housing unit, such as live-in aides, foster children, and foster adults.

3-I.C. FAMILY BREAKUP AND REMAINING MEMBER OF TENANT FAMILY

Family Breakup

Except under the following conditions, the PHA has discretion to determine which members of an assisted family continue to receive assistance if the family breaks up:

- If the family breakup results from an occurrence of domestic violence, dating violence, sexual assault, stalking, or human trafficking, the PHA must ensure that the victim retains assistance.

(For documentation requirements and policies related to domestic violence, dating violence, sexual assault, stalking, and human trafficking see section 16-VII.D of this ACOP.)

- If a court determines the disposition of property between members of the assisted family, the PHA is bound by the court's determination of which family members continue to receive assistance.

RHA Policy

When a family on the waiting list breaks up into two otherwise eligible families, only one of the new families may retain the original application date. Other former family members may submit a new application with a new application date if the waiting list is open.

If a family breaks up into two otherwise eligible families while living in public housing, only one of the new families will retain occupancy of the unit.

If a court determines the disposition of property between members of an applicant or resident family, RHA will abide by the court's determination.

In the absence of a judicial decision or an agreement among the original family members, RHA will determine which family will retain their placement on the waiting list or continue in occupancy. In making its determination, RHA will take into consideration the following factors: (1) the interest of any minor children, including custody arrangements; (2) the interest of any ill, elderly, or disabled family members; (3) the interest of any family member who is or has been the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking, including a family member who was forced to leave a public housing unit as a result of such actual or threatened abuse, and provides documentation in accordance with section 16-VII.D of this ACOP; (4) any possible risks to family members as a result of criminal activity, and (5) the recommendations of social service professionals.

Remaining Member of a Tenant Family [24 CFR 5.403]

The HUD definition of family includes the *remaining member of a tenant family*, which is a member of a resident family who remains in the unit when other members of the family have left the unit [PH Occ GB, p. 26]. Household members such as live-in aides, foster children, and foster adults do not qualify as remaining members of a family.

If dependents are the only “remaining members of a tenant family” and there is no family member able to assume the responsibilities of the head of household, see Chapter 6, Section 6-I.B, for the policy on “Caretakers for a Child.”

3-I.D. HEAD OF HOUSEHOLD [24 CFR 5.504(b)]

Head of household means the adult member of the family who is considered the head for purposes of determining income eligibility and rent. The head of household is responsible for ensuring that the family fulfills all of its responsibilities under the program, alone or in conjunction with a cohead or spouse.

RHA Policy

The family may designate any qualified family member as the head of household.

The head of household must have the legal capacity to enter into a lease under state and local law. A minor who is emancipated under state law may be designated as head of household.

3-I.E. SPOUSE, COHEAD, AND OTHER ADULT

A family may have a spouse or cohead, but not both [HUD-50058 IB, p. 13].

Spouse means the marriage partner of the head of household.

RHA Policy

A *marriage partner* includes the partner in a "common law" marriage as defined in state law. The term "spouse" does not apply to friends, roommates, or significant others who are not marriage partners. A minor who is emancipated under state law may be designated as a spouse.

A *cohead* is an individual in the household who is equally responsible with the head of household for ensuring that the family fulfills all of its responsibilities under the program, but who is not a spouse. A family can have only one cohead.

RHA Policy

Minors who are emancipated under state law may be designated as a cohead.

Other adult means a family member, other than the head, spouse, or cohead, who is 18 years of age or older. Foster adults and live-in aides are not considered other adults [HUD-50058 IB, p. 14].

3-I.F. DEPENDENT [24 CFR 5.603]

A *dependent* is a family member who is under 18 years of age or a person of any age who is a person with a disability or a full-time student, except that the following persons can never be dependents: the head of household, spouse, cohead, foster children/adults and live-in aides. Identifying each dependent in the family is important because each dependent qualifies the family for a deduction from annual income as described in Chapter 6.

Joint Custody of Dependents

RHA Policy

Dependents that are subject to a joint custody arrangement will be considered a member of the family if they live with the applicant or resident family 50 percent or more of the time.

When more than one applicant or assisted family (regardless of program) are claiming the same dependents as family members, the family with primary custody at the time of the initial examination or reexamination will be able to claim the dependents. If there is a dispute about which family should claim them, RHA will make the determination based on available documents such as court orders, an IRS income tax return showing which family has claimed the child for income tax purposes, school records, or other credible documentation.

3-I.G. FULL-TIME STUDENT [24 CFR 5.603]

A *full-time student* (FTS) is a person who is attending school or vocational training on a full-time basis. The time commitment or subject load that is needed to determine if attendance is full-time is defined by the educational institution.

Identifying each FTS is important because (1) each family member that is an FTS, other than the head, spouse, or cohead, qualifies the family for a dependent deduction and (2) the income of such an FTS is treated differently from the income of other family members.

3-I.H. ELDERLY AND NEAR-ELDERLY PERSONS, AND ELDERLY FAMILY [24 CFR 5.100, 5.403, 945.105, and FR Notice 02/03/12]

Elderly Persons

An *elderly person* is a person who is at least 62 years of age.

Near-Elderly Persons

A *near-elderly person* is a person who is 50-61 years of age.

Elderly Family

An *elderly family* is one in which the head, spouse, cohead, or sole member is an elderly person. Identifying elderly families is important because these families qualify for the elderly family allowance and the medical allowance as described in Chapter 6 and may qualify for a particular type of development as noted in Chapter 4.

3-I.I. PERSONS WITH DISABILITIES AND DISABLED FAMILY [24 CFR 5.403, FR Notice 02/03/12]

Persons with Disabilities

Under the public housing program, special rules apply to persons with disabilities and to any family whose head, spouse, or cohead is a person with disabilities. The technical definitions of individual with handicaps and persons with disabilities are provided in Exhibit 3-1 at the end of this chapter. These definitions are used for a number of purposes including ensuring that persons with disabilities are not discriminated against based upon disability.

As discussed in Chapter 2, the PHA must make all aspects of the public housing program accessible to persons with disabilities and consider requests for reasonable accommodations when a person's disability limits their full access to the unit, the program, or the PHA's services.

Disabled Family

A *disabled family* is one in which the head, spouse, or cohead is a person with disabilities. Identifying disabled families is important because these families qualify for the disabled family allowance and the medical allowance as described in Chapter 6 and may qualify for a particular type of development as noted in Chapter 4.

Even though persons with drug or alcohol dependencies are considered persons with disabilities for the purpose of non-discrimination, this does not prevent the PHA from denying admission or taking action under the lease for reasons related to alcohol and drug abuse in accordance with the policies found in Part III of this chapter and in Chapter 13.

3-I.J. GUESTS [24 CFR 5.100]

A *guest* is defined as a person temporarily staying in the unit with the consent of a tenant or other member of the household who has express or implied authority to so consent on behalf of the tenant.

The lease must provide that the tenant has the right to exclusive use and occupancy of the leased unit by the members of the household authorized to reside in the unit in accordance with the lease, including reasonable accommodation of their guests [24 CFR 966.4(d)]. The head of household is responsible for the conduct of visitors and guests, inside the unit as well as anywhere on or near PHA premises [24 CFR 966.4(f)].

RHA Policy

A resident family must notify RHA when overnight guests will be staying in the unit for more than three days. A guest can remain in the unit no longer than 14 consecutive days or a total of 30 cumulative calendar days during any 12-month period.

A family may request an exception to this policy for valid reasons (e.g., care of a relative recovering from a medical procedure expected to last 20 consecutive days). An exception will not be made unless the family can identify and provide documentation of the residence to which the guest will return.

Children who are subject to a joint custody arrangement or for whom a family has visitation privileges, that are not included as a family member because they live outside of the public housing unit more than 50 percent of the time, are not subject to the time limitations of guests as described above.

Former residents who have been evicted are not permitted as overnight guests.

Guests who represent the public housing unit address as their residence address or address of record for receipt of benefits or any other purposes will be considered unauthorized occupants. In addition, guests who remain in the unit beyond the allowable time limit will be considered to be unauthorized occupants, and their presence constitutes a violation of the lease.

3-I.K. FOSTER CHILDREN AND FOSTER ADULTS

Foster adults are usually persons with disabilities, unrelated to the tenant family, who are unable to live alone [24 CFR 5.609(c)(2)].

The term *foster child* is not specifically defined by the regulations.

Foster children and foster adults that are living with an applicant or resident family are considered household members but not family members. The income of foster children/adults is not counted in family annual income and foster children/adults do not qualify for a dependent deduction [24 CFR 5.603 and HUD-50058 IB, pp. 13-14].

RHA Policy

A foster child is a child that is in the legal guardianship or custody of a state, county, or private adoption or foster care agency, yet is cared for by foster parents in their own homes, under some kind of short-term or long-term foster care arrangement with the custodial agency.

Children that are temporarily absent from the home as a result of placement in foster care are discussed in Section 3-I.L.

3-I.L. ABSENT FAMILY MEMBERS

Individuals may be temporarily or permanently absent from the unit for a variety of reasons including educational activities, placement in foster care, employment, and illness.

Definitions of Temporarily and Permanently Absent

RHA Policy

RHA will act in a manner to ensure units are occupied by eligible households.

- Absence of all household members. Generally an individual who is or is expected to be absent from the assisted unit for 30 consecutive days or less is considered temporarily absent and continues to be considered a family member.
- Generally, an individual who is or is expected to be absent from the assisted unit for more than 30 consecutive days without good cause (for example, long-term hospitalization, or satisfactory completion of a residential drug or alcohol recovery program) is considered permanently absent and no longer a family member.
- RHA will terminate the lease, evict the household, and terminate the family's participation in the public housing program for an absence from the unit for 30 days or more per year without good cause. (example, long-term hospitalization, or satisfactory completion of a residential drug or alcohol recovery program), as determined by RHA in its sole discretion. The household shall have the right to an informal hearing.
- Absence of one or more, but not all household members. RHA will require that the family move to a smaller unit, as soon as one is available. Exceptions to these general policies are discussed below.

Absent Students

RHA Policy

When someone who has been considered a family member attends school away from home, the person will continue to be considered a family member, and will be required to provide documentation required to complete the household's annual recertification (RHA will not require physical presence at the office if student school more than 50 miles from RHA offices). The family must provide: (a) verification of enrollment at the beginning of every quarter/semester, (b) an annual declaration from the student that he/she has not established a separate household, and (c) evidence that the student is claimed on the income tax of the assisted parent or has filed an independent return.

Absences Due to Placement in Foster Care [24 CFR 5.403]

Children temporarily absent from the home as a result of placement in foster care are considered members of the family.

RHA Policy

If a child has been placed in foster care, RHA will verify with the appropriate agency whether and when the child is expected to be returned to the home. Unless the agency confirms that the child has been permanently removed from the home, the child will be counted as a family member for a maximum of three years, provided the family is working towards satisfying a reunification plan. However, if the child is receiving other federal rent subsidy, the child will be removed from the RHA-assisted household until

he/she is no longer receiving the other federal rental assistance [to prevent duplicate subsidy].

Absent Head, Spouse, or Cohead

RHA Policy

An employed head, spouse, or cohead absent from the unit more than 30 consecutive days due to employment will continue to be considered a family member and any income or benefits received will be included in the calculation of household income provided the individual does not have another permanent residence.

Individuals Confined for Medical Reasons

If a family member is confined to a nursing home or hospital on a permanent basis, that person is no longer considered a family member and the income of that person is not counted.

RHA Policy

- The family may present evidence that a family member is confined temporarily, is expected to return home within 6 months, and should continue to be considered a family member.
- RHA will request verification from a responsible medical professional regarding the anticipated term the person will be confined.
- If the responsible medical professional cannot provide a determination, the person will be considered permanently absent and removed from the household via an interim recertification. If the permanently or indefinitely confirmed family member is the only person in the household, assistance will be terminated. RHA may reinstate assistance, by placing the household at the top of the wait list for the next available unit of appropriate size.
- RHA will require the household provide written notice if a family member will be absent from the unit for 30 or more days to seek medical treatment; RHA may request documents to confirm travel dates (i.e. airline tickets)

Return of Permanently Absent Family Members

RHA Policy

The family must request RHA approval for the return of any adult family members that RHA has determined to be permanently absent. The individual is subject to the eligibility and screening requirements discussed in this chapter.

Absence due to lack of habitability

RHA Policy

When a family is not able to occupy the assisted unit due to habitability, RHA will, based on the amount of time the unit will not be available, offer the family (a) lodging in a hotel with cooking facilities, or (b) a stipend per family member for lodging with family or friends.

3-I.M. LIVE-IN AIDE

Live-in aide means a person who resides with one or more elderly persons, or near-elderly persons, or persons with disabilities, and who: (1) is determined to be essential to the care and well-being of the person(s), (2) is not obligated for the support of the person(s), and (3) would not be living in the unit except to provide the necessary supportive services [24 CFR 5.403].

The PHA must approve a live-in aide if needed as a reasonable accommodation for a person with disabilities in accordance with 24 CFR 8.

A live-in aide is considered a household member but not a family member. The income of the live-in aide is not counted in determining the annual income of the family [24 CFR 5.609(c)(5)].

Relatives may be approved as live-in aides if they meet all of the criteria defining a live-in aide. However, a relative who serves as a live-in aide is not considered a family member and would not be considered a remaining member of a tenant family.

RHA Policy

A family's request for a live-in aide may be made either orally or in writing. RHA will verify the need for a live-in aide, if necessary, with a reliable, knowledgeable professional as provided by the family, such as a doctor, social worker, or case worker. For continued approval, the family may be required to submit a new, written request—subject to RHA verification—at each annual reexamination.

In addition, the family and live-in aide will be required to submit a certification stating that the live-in aide is (1) not obligated for the support of the person(s) needing the care, and (2) would not be living in the unit except to provide the necessary supportive services. RHA will run criminal background checks on potential Live-In Aides.

RHA has the discretion not to approve a particular person as a live-in aide, and may withdraw such approval, if [24 CFR 966.4(d)(3)(i)]:

- 1) any other corrupt or criminal act in connection with any federal housing program;
- 2) The person is receiving federal rental assistance in another unit;
- 3) The person fails to provide a driver's license or identification card issued by CA Department of Motor Vehicles showing the assisted address as his/her fixed and permanent domicile;
- 4) The person has one or more felony convictions for drug-related criminal behavior or violent criminal behavior within the preceding 2 years;
- 5) The person currently owes rent or other amounts to RHA or to another PHA in connection with Section 8 or public housing assistance under the 1937 Act; or
- 6) The relationship between the Aide and the disabled person changes from employer-employee, to spouse or partner.

RHA will notify the family of its decision relative to a Live-In Aide within 10 business days of receiving a request for live-in aide, including all required documentation related to the request.

Part-Time Aide. RHA recognizes that there are some senior and/or disabled residents who require assistance with daily living activities, on a less than full-time person basis. If the disabled or elderly only requires assistance on a part-time or “as needed” basis or utilizes more than one person working shifts to cover a 24-hour period to perform the daily living activities, it is not generally reasonable to increase the unit size on a full-time basis, and deny access by a larger household. RHA will recommend other cost effective measures that can be taken to accommodate the needs of the part-time caregivers, including using the living room as a living/sleeping room for the short-term stays or sleeping arrangement for the workers.

PART II: BASIC ELIGIBILITY CRITERIA

3-II.A. INCOME ELIGIBILITY AND TARGETING

Income Limits

HUD is required by law to establish income limits that determine the income eligibility of applicants for HUD's assisted housing programs, including the public housing program. The income limits are published annually and are based on HUD estimates of the median incomes for families of different sizes in a particular area or county.

Types of Low-Income Families [24 CFR 5.603(b)]

Low-income family. A family whose annual income does not exceed 80 percent of the median income for the area, adjusted for family size.

Very low-income family. A family whose annual income does not exceed 50 percent of the median income for the area, adjusted for family size.

Extremely low-income family. A family whose annual income does not exceed the federal poverty level or 30 percent of the median income for the area, whichever number is higher.

Area median income is determined by HUD, with adjustments for smaller and larger families. HUD may establish income ceilings higher or lower than 30, 50, or 80 percent of the median income for an area if HUD finds that such variations are necessary because of unusually high or low family incomes.

HUD also publishes over-income limits annually, but these are not used at admission. Over-income limits will be discussed in Chapter 13.

Using Income Limits for Eligibility [24 CFR 960.201]

Income limits are used to determine eligibility at admission. Eligibility is established by comparing a family's annual income with HUD's published income limits. To be income-eligible, a family must be a *low-income* family.

Using Income Limits for Targeting [24 CFR 960.202(b)]

At least 40 percent of the families admitted from the PHA waiting list to the public housing program during a PHA fiscal year must be *extremely low-income* families. This is called the "basic targeting requirement."

If admissions of extremely low-income families to the PHA's housing choice voucher program during a PHA fiscal year exceed the 75 percent minimum targeting requirement for that program, such excess shall be credited against the PHA's public housing basic targeting requirement for the same fiscal year.

The fiscal year credit for housing choice voucher program admissions that exceed the minimum voucher program targeting requirement must not exceed the lower of:

- Ten percent of public housing waiting list admissions during the PHA fiscal year
- Ten percent of waiting list admission to the PHA's housing choice voucher program during the PHA fiscal year

- The number of qualifying low-income families who commence occupancy during the fiscal year of public housing units located in census tracts with a poverty rate of 30 percent or more. For this purpose, qualifying low-income family means a low-income family other than an extremely low-income family.

For discussion of how income targeting is used in tenant selection, see Chapter 4.

3-II.B. CITIZENSHIP OR ELIGIBLE IMMIGRATION STATUS [24 CFR 5, Subpart E]

Housing assistance is available only to individuals who are U.S. citizens, U.S. nationals (herein referred to as citizens and nationals), or noncitizens that have eligible immigration status. At least one family member must be a citizen, national, or noncitizen with eligible immigration status in order for the family to qualify for any level of assistance.

All applicant families must be notified of the requirement to submit evidence of their citizenship status when they apply. Where feasible, and in accordance with the PHA's Limited English Proficiency Plan, the notice must be in a language that is understood by the individual if the individual is not proficient in English.

Declaration [24 CFR 5.508]

HUD requires each family member to declare whether the individual is a citizen, a national, or an eligible noncitizen, except those members who elect not to contend that they have eligible immigration status. Those who elect not to contend their status are considered to be ineligible noncitizens. For citizens, nationals and eligible noncitizens the declaration must be signed personally by the head, spouse, cohead, and any other family member 18 or older, and by a parent or guardian for minors. The family must identify in writing any family members who elect not to contend their immigration status (see Ineligible Noncitizens below). No declaration is required for live-in aides, foster children, or foster adults.

U.S. Citizens and Nationals

In general, citizens and nationals are required to submit only a signed declaration that claims their status. However, HUD regulations permit the PHA to request additional documentation of their status, such as a passport.

RHA Policy

Family members who declare citizenship or national status will not be required to provide additional documentation unless RHA receives information indicating that an individual's declaration may not be accurate.

Eligible Noncitizens

In addition to providing a signed declaration, those declaring eligible noncitizen status must sign a verification consent form and cooperate with PHA efforts to verify their immigration status as described in Chapter 7. The documentation required for establishing eligible noncitizen status varies depending upon factors such as the date the person entered the U.S., the conditions under which eligible immigration status has been granted, the person's age, and the date on which the family began receiving HUD-funded assistance.

Lawful residents of the Marshall Islands, the Federated States of Micronesia, and Palau, together known as the Freely Associated States, or FAS, are eligible for housing assistance under section

141 of the Compacts of Free Association between the U.S. Government and the Governments of the FAS [Public Law 106-504].

Ineligible Noncitizens

Those noncitizens who do not wish to contend their immigration status are required to have their names listed on a noncontending family members listing, signed by the head, spouse, or cohead (regardless of citizenship status), indicating their ineligible immigration status. The PHA is not required to verify a family member's ineligible status and is not required to report an individual's unlawful presence in the U.S. to the United States Citizenship and Immigration Services (USCIS).

Providing housing assistance to noncitizen students is prohibited [24 CFR 5.522]. This prohibition extends to the noncitizen spouse of a noncitizen student as well as to minor children who accompany or follow to join the noncitizen student. Such prohibition does not extend to the citizen spouse of a noncitizen student or to the children of the citizen spouse and noncitizen student. Such a family is eligible for prorated assistance as a mixed family.

Mixed Families

A family is eligible for admission as long as at least one member is a citizen, national, or eligible noncitizen. Families that include eligible and ineligible individuals are considered *mixed families*. Such families will be given notice that their assistance will be prorated, and that they may request a hearing if they contest this determination. See Chapter 6 for a discussion of how rents are prorated, and Chapter 14 for a discussion of grievance hearing procedures.

Ineligible Families [24 CFR 5.514(d), (e), and (f)]

A PHA may elect to provide assistance to a family before the verification of the eligibility of the individual or one family member [24 CFR 5.512(b)]. Otherwise, no individual or family may be assisted prior to the affirmative establishment by the PHA that the individual or at least one family member is eligible [24 CFR 5.512(a)].

RHA Policy

RHA will not provide assistance to a family before the verification of at least one family member as a citizen, national, or eligible noncitizen.

When a PHA determines that an applicant family does not include any citizens, nationals, or eligible noncitizens, following the verification process, the family will be sent a written notice within 10 business days of the determination.

The notice will explain the reasons for the denial of assistance and will advise the family of its right to request an appeal to the United States Citizenship and Immigration Services (USCIS), or to request a grievance hearing with the PHA. The grievance hearing with the PHA may be requested in lieu of the USCIS appeal, or at the conclusion of the USCIS appeal process. The notice must also inform the applicant family that assistance may not be delayed until the conclusion of the USCIS appeal process, but that it may be delayed pending the completion of the grievance hearing process.

Grievance hearing procedures are contained in Chapter 14.

Time Frame for Determination of Citizenship Status [24 CFR 5.508(g)]

For new occupants joining the resident family the PHA must verify status at the first interim or regular reexamination following the person's occupancy, whichever comes first.

If an individual qualifies for a time extension for the submission of required documents, the PHA must grant such an extension for no more than 30 days [24 CFR 5.508(h)].

Each family member is required to submit evidence of eligible status only one time during continuous occupancy.

RHA Policy

RHA will verify the status of applicants at the time other eligibility factors are determined.

3-II.C. SOCIAL SECURITY NUMBERS [24 CFR 5.216 and 5.218, Notice PIH 2018-24]

The applicant and all members of the applicant's household must disclose the complete and accurate social security number (SSN) assigned to each household member, and the documentation necessary to verify each SSN. If a child under age six has been added to an applicant family within the six months prior to program admission, an otherwise eligible family may be admitted to the program and must disclose and document the child's SSN within 90 days of admission. A detailed discussion of acceptable documentation is provided in Chapter 7.

Note: These requirements do not apply to noncitizens who do not contend eligible immigration status.

In addition, each participant who has not previously disclosed an SSN, has previously disclosed an SSN that HUD or the SSA determined was invalid, or has been issued a new SSN must submit their complete and accurate SSN and the documentation required to verify the SSN at the time of the next interim or annual reexamination or recertification. Participants age 62 or older as of January 31, 2010, whose determination of eligibility was begun before January 31, 2010, are exempt from this requirement and remain exempt even if they move to a new assisted unit.

The PHA must deny assistance to an applicant family if they do not meet the SSN disclosure and documentation requirements contained in 24 CFR 5.216.

3-II.D. FAMILY CONSENT TO RELEASE OF INFORMATION [24 CFR 5.230]

HUD requires each adult family member, and the head of household, spouse, or cohead, regardless of age, to sign form HUD-9886, Authorization for the Release of Information Privacy Act Notice, the form HUD-52675, Debts Owed to Public Housing Agencies and Terminations, and other consent forms as needed to collect information relevant to the family's eligibility and level of assistance. Chapter 7 provides detailed information concerning the consent forms and verification requirements.

The PHA must deny admission to the program if any member of the applicant family fails to sign and submit consent forms which allow the PHA to obtain information that the PHA has determined is necessary in administration of the public housing program [24 CFR 960.259(a) and (b)].

3-II.E. EIV SYSTEM SEARCHES [Notice PIH 2018-18; EIV FAQs; EIV System Training 9/30/20]

Existing Tenant Search

Prior to admission to the program, the PHA must search for all household members using the EIV Existing Tenant Search module. The PHA must review the reports for any SSA matches involving another PHA or a multifamily entity and follow up on any issues identified. The PHA must provide the family with a copy of the Existing Tenant Search results if requested. At no time may any family member receive duplicative assistance.

If the tenant is a new admission to the PHA, and a match is identified at a multifamily property, the PHA must report the program admission date to the multifamily property and document the notification in the tenant file. The family must provide documentation of move-out from the assisted unit, as applicable.

RHA Policy

RHA will contact RHA or owner identified in the report to confirm that the family has moved out of the unit and obtain documentation of current tenancy status, including a form HUD-50058 or 50059, as applicable, showing an end of participation. RHA will only approve assistance contingent upon the move-out from the currently occupied assisted unit.

Debts Owed to PHAs and Terminations

All adult household members must sign the form HUD-52675, Debts Owed to Public Housing and Terminations. Prior to admission to the program, the PHA must search for each adult family member in the Debts Owed to PHAs and Terminations module.

If a current or former tenant disputes the information in the module, the tenant should contact the PHA directly in writing to dispute the information and provide any documentation that supports the dispute. If the PHA determines that the disputed information is incorrect, the PHA will update or delete the record from EIV. Former tenants may dispute debt and termination information for a period of up to three years from the end of participation date in the program.

RHA Policy

RHA will require each adult household member to sign the form HUD-52675 once at the eligibility determination. Any new members added to the household after admission will be required to sign the form HUD-52675 prior to being added to the household.

RHA will search the Debts Owed to PHAs and Terminations module as part of the eligibility determination for new households and as part of the screening process for any household members added after the household is admitted to the program. If any information on debts or terminations is returned by the search, RHA will determine if this information warrants a denial in accordance with the policies in Part III of this chapter.

Income and Income Validation Tool (IVT) Reports

For each new admission, the PHA is required to review the EIV Income and IVT Reports to confirm and validate family reported income within 120 days of the IMS/PIC submission date of the new admission. The PHA must print and maintain copies of the EIV Income and IVT reports in the tenant file and resolve any discrepancies with the family within 60 days of the EIV Income or IVT report dates.

PART III: DENIAL OF ADMISSION

3-III.A. OVERVIEW

A family that does not meet the eligibility criteria discussed in Parts I and II must be denied admission.

In addition, HUD requires or permits the PHA to deny admission based on certain types of current or past behaviors of family members as discussed in this part. The PHA's authority in this area is limited by the Violence against Women Act (VAWA), which prohibits the denial of admission to an otherwise qualified applicant on the basis or as a direct result of the fact that the applicant is or has been the victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking [see 24 CFR 5.2005(b)].

While the regulations state that the PHA must prohibit admission for certain types of criminal activity and give the PHA the option to deny for other types of previous criminal history, more recent HUD rules and OGC guidance must also be taken into consideration when determining whether a particular individual's criminal history merits denial of admission.

When considering any denial of admission, PHAs may not use arrest records as the basis for the denial. Further, HUD does not require the adoption of "One Strike" policies and reminds PHAs of their obligation to safeguard the due process rights of applicants and tenants [Notice PIH 2015-19].

HUD's Office of General Counsel issued a memo on April 4, 2016, regarding the application of Fair Housing Act standards to the use of criminal records. This memo states that a PHA violates the Fair Housing Act when their policy or practice has an unjustified discriminatory effect, even when the PHA had no intention to discriminate. Where a policy or practice that restricts admission based on criminal history has a disparate impact on a particular race, national origin, or other protected class, that policy or practice is in violation of the Fair Housing Act if it is not necessary to serve a substantial, legitimate, nondiscriminatory interest of the PHA, or if that interest could be served by another practice that has a less discriminatory effect [OGC Memo 4/4/16].

PHAs who impose blanket prohibitions on any person with any conviction record, no matter when the conviction occurred, what the underlying conduct entailed, or what the convicted person has done since then will be unable to show that such policy or practice is necessary to achieve a substantial, legitimate, nondiscriminatory interest. Even a PHA with a more tailored policy or practice that excludes individuals with only certain types of convictions must still prove that its policy is necessary. To do this, the PHA must show that its policy accurately distinguishes between criminal conduct that indicates a demonstrable risk to resident safety and property and criminal conduct that does not.

This part covers the following topics:

- Required denial of admission
- Other permitted reasons for denial of admission
- Screening
- Criteria for deciding to deny admission
- Prohibition against denial of admission to victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking
- Notice of eligibility or denial

3-III.B. REQUIRED DENIAL OF ADMISSION [24 CFR 960.204]

PHAs are required to establish standards that prohibit admission of an applicant to the public housing program if they have engaged in certain criminal activity or if the PHA has reasonable cause to believe that a household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.

Where the statute requires that the PHA prohibit admission for a prescribed period of time after some disqualifying behavior or event, the PHA may choose to continue that prohibition for a longer period of time [24 CFR 960.203(c)(3)(ii)].

HUD requires the PHA to deny assistance in the following cases:

- Any member of the household has been evicted from federally assisted housing in the last three years for drug-related criminal activity. HUD permits but does not require the PHA to admit an otherwise-eligible family if the household member has completed a PHA-approved drug rehabilitation program or the circumstances which led to eviction no longer exist (e.g. the person involved in the criminal activity no longer lives in the household).

RHA Policy

RHA will admit an otherwise-eligible family who was evicted from federally assisted housing within the past three years for drug-related criminal activity, if RHA is able to verify that the household member who engaged in the criminal activity has completed a supervised drug rehabilitation program approved by the PHA, or the person who committed the crime is no longer living in the household.

- The PHA determines that any household member is currently engaged in the use of illegal drugs. *Drug* means a controlled substance as defined in section 102 of the Controlled Substances Act [21 U.S.C. 802]. *Currently engaged in the illegal use of a drug* means a person has engaged in the behavior recently enough to justify a reasonable belief that there is continuing illegal drug use by a household member [24 CFR 960.205(b)(1)].

RHA Policy

Currently engaged in is defined as any use of illegal drugs during the previous three months.

- The PHA has reasonable cause to believe that any household member's current use or pattern of use of illegal drugs, or current abuse or pattern of abuse of alcohol, may threaten the health, safety, or right to peaceful enjoyment of the premises by other residents.

RHA Policy

In determining reasonable cause, RHA will consider all credible evidence, including but not limited to, any record of convictions, arrests, or evictions of household members related to the use of illegal drugs or the abuse of alcohol. A record or records of arrest will not be used as the sole basis for the denial or proof that the applicant engaged in disqualifying criminal activity. RHA will also consider evidence from treatment providers or community-based organizations providing services to household members.

- Any household member has ever been convicted of drug-related criminal activity for the production or manufacture of methamphetamine on the premises of federally assisted housing.
- Any household member is subject to a lifetime registration requirement under a state lifetime sex offender registration program.

3-III.C. OTHER PERMITTED REASONS FOR DENIAL OF ADMISSION

HUD permits, but does not require the PHA to deny admission for the reasons discussed in this section.

Criminal Activity [24 CFR 960.203(c)]

The PHA is responsible for screening family behavior and suitability for tenancy. In doing so, the PHA may consider an applicant's history of criminal activity involving crimes of physical violence to persons or property and other criminal acts which would adversely affect the health, safety, or welfare of other tenants.

RHA Policy

If any household member is currently engaged in or has engaged in any of the following criminal activities within the past three years, the family will be denied admission.

Drug-related criminal activity, defined by HUD as the illegal manufacture, sale, distribution, or use of a drug, or the possession of a drug with intent to manufacture, sell, distribute or use the drug [24 CFR 5.100].

Violent criminal activity, defined by HUD as any criminal activity that has as one of its elements the use, attempted use, or threatened use of physical force substantial enough to cause, or be reasonably likely to cause, serious bodily injury or property damage [24 CFR 5.100].

Criminal activity that may threaten the health, safety, or welfare of other tenants [24 CFR 960.203(c)(3)].

Criminal activity that may threaten the health or safety of PHA staff, contractors, subcontractors, or agents.

Criminal sexual conduct, including but not limited to sexual assault, incest, open and gross lewdness, or child abuse.

Evidence of such criminal activity includes, but is not limited to:

Any record of convictions, arrests, or evictions for suspected drug-related or violent criminal activity of household members within the past three years.

A record or records of arrest will not be used as the sole basis for the denial or proof that the applicant engaged in disqualifying criminal activity.

In making its decision to deny assistance, RHA will consider the factors discussed in Sections 3-III.E and 3-III.F. Upon consideration of such factors, RHA may, on a case-by-case basis, decide not to deny assistance.

Previous Behavior [960.203(c) and (d) and PH Occ GB, p. 48]

HUD authorizes the PHA to deny admission based on relevant information pertaining to the family's previous behavior and suitability for tenancy.

In the event of the receipt of unfavorable information with respect to an applicant, the PHA must consider the time, nature, and extent of the applicant's conduct (including the seriousness of the offense). As discussed in Section 3-III.F, the PHA may also need to consider whether the cause of the unfavorable information may be that the applicant is the victim of domestic violence, dating violence, sexual assault, or stalking.

RHA Policy

RHA will deny admission to an applicant family if RHA determines that the family:

- Has a pattern of unsuitable past performance in meeting financial obligations, including rent within the past three years.

- Has a pattern of disturbance of neighbors, destruction of property, or living or housekeeping habits at prior residences within the past three years which may adversely affect the health, safety, or welfare of other tenants.

- Owes rent or other amounts to this or any other PHA or owner in connection with any assisted housing program.

- Misrepresented or does not provide complete information related to eligibility, including income, award of preferences for admission, expenses, family composition or rent.

- Has committed fraud, bribery, or any other corrupt or criminal act in connection with any federal housing program in the last three years.

- Owes rent or other amounts to any PHA in connection with Section 8, public housing, or other public housing assistance under the 1937 Act, unless the family repays the full amount of the debt prior to being selected from the waiting list.

- When denying admission due to family debts as shown in HUD's EIV system, the PHA will provide the family with a copy of the EIV Debt Owed to PHA and Termination report.

- If the family wishes to dispute the information in the report, the family must contact the PHA that entered the information in EIV in writing, explaining why EIV information is disputed. The family must also provide a copy of the letter and all applicable verification to the PHA to support

the family's claim. The PHA will consider the information provided by the family prior to issuing a notice of denial.

Has engaged in or threatened violent or abusive behavior toward PHA personnel.

Abusive or violent behavior towards PHA personnel includes verbal as well as physical abuse or violence. Use of racial epithets, or other language, written or oral, that is customarily used to intimidate may be considered abusive or violent behavior.

Threatening refers to oral or written threats or physical gestures that communicate intent to abuse or commit violence.

In making its decision to deny admission, the PHA will consider the factors discussed in Sections 3-III.E and 3-III.F. Upon consideration of such factors, the PHA may, on a case-by-case basis, decide not to deny admission.

RHA will consider the existence of mitigating factors, such as loss of employment or other financial difficulties, before denying admission to an applicant based on the failure to meet prior financial obligations.

3-III.D. SCREENING

Screening for Eligibility

PHAs are authorized to obtain criminal conviction records from law enforcement agencies to screen applicants for admission to the public housing program. This authority assists the PHA in complying with HUD requirements and PHA policies to deny assistance to applicants who are engaging in or have engaged in certain criminal activities. In order to obtain access to the records the PHA must require every applicant family to submit a consent form signed by each adult household member [24 CFR 5.903].

The PHA may not pass along to the applicant the costs of a criminal records check [24 CFR 960.204(d)].

RHA Policy

- Before initiating any review of criminal history, as part of the screening for suitability, RHA will determine eligibility for admission to the Public Housing Program.
- RHA will advise all potential residents of protections available through the Fair Chance Access to Affordable Housing Ordinance.
- RHA will perform criminal background checks through local law enforcement or National Tenant Network (NTN) for all adult household members, 18 years or older (upon reaching the age of maturity).
- If the results of the criminal background check indicate there may have been past criminal activity, but the results are inconclusive, RHA will request a fingerprint card and will request information from the National Crime Information Center (NCIC).

PHAs are required to perform criminal background checks necessary to determine whether any household member is subject to a lifetime registration requirement under a state sex offender

program in the state where the housing is located, as well as in any other state where a household member is known to have resided [24 CFR 960.204(a)(4)].

RHA Policy

RHA will use the Dru Sjodin National Sex Offender database to screen applicants for admission.

Additionally, PHAs must ask whether the applicant, or any member of the applicant's household, is subject to a lifetime registered sex offender registration requirement in any state [Notice PIH 2012-28].

If the PHA proposes to deny admission based on a criminal record or on lifetime sex offender registration information, the PHA must notify the household of the proposed action and must provide the subject of the record and the applicant a copy of the record and an opportunity to dispute the accuracy and relevance of the information prior to a denial of admission [24 CFR 5.903(f) and 5.905(d)].

Obtaining Information from Drug Treatment Facilities [24 CFR 960.205]

HUD authorizes PHAs to request and obtain information from drug abuse treatment facilities concerning applicants. Specifically, the PHA may require each applicant to submit for all household members who are at least 18 years of age, and for each family head, spouse, or cohead regardless of age, one or more consent forms signed by such household members that requests any drug abuse treatment facility to inform the PHA whether the drug abuse treatment facility has reasonable cause to believe that the household member is currently engaging in illegal drug use.

Drug Abuse Treatment Facility means an entity that holds itself out as providing, and provides, diagnosis, treatment, or referral for treatment with respect to the illegal drug use, and is either an identified unit within a general care facility, or an entity other than a general medical care facility.

Currently engaging in illegal use of a drug means illegal use of a drug that occurred recently enough to justify a reasonable belief that there is continuing illegal drug use by a household member.

Any consent form used for the purpose of obtaining information from a drug abuse treatment facility to determine whether a household member is currently engaging in illegal drug use must expire automatically after the PHA has made a final decision to either approve or deny the admission of such person.

Any charges incurred by the PHA for information provided from a drug abuse treatment facility may not be passed on to the applicant or tenant.

If the PHA chooses to obtain such information from drug abuse treatment facilities, it must adopt and implement one of the two following policies:

Policy A: The PHA must submit a request for information to a drug abuse treatment facility for all families before they are admitted. The request must be submitted for each proposed household member who is at least 18 years of age, and for each family head, spouse, or cohead regardless of age.

Policy B: The PHA must submit a request for information only for certain household members, whose criminal record indicates prior arrests or conviction for any criminal activity that may be a sole basis for denial of admission or whose prior tenancy records indicate that the proposed household member engaged in destruction of property or violent activity against another person, or they interfered with the right of peaceful enjoyment of the premises of other residents.

If the PHA chooses to obtain such information, it must abide by the HUD requirements for records management and confidentiality as described in 24 CFR 960.205(f).

RHA Policy

RHA will obtain information from drug abuse treatment facilities to determine whether any applicant family's household members are currently engaging in illegal drug activity only when RHA has determined that the family will be denied admission based on a family member's drug-related criminal activity, and the family claims that the culpable family member has successfully completed a supervised drug or alcohol rehabilitation program.

Screening for Suitability as a Tenant [24 CFR 960.203(c)]

The PHA is responsible for the screening and selection of families to occupy public housing units. The PHA may consider all relevant information. Screening is important to public housing communities and program integrity, and to ensure that assisted housing is provided to those families that will adhere to lease obligations.

RHA Policy

RHA will consider the family's history with respect to the following factors:

- Payment of rent and utilities

- Caring for a unit and premises

- Respecting the rights of other residents to the peaceful enjoyment of their housing

- Criminal activity that is a threat to the health, safety, or property of others

- Behavior of all household members as related to the grounds for denial as detailed in Sections 3-III. B and C

- Compliance with any other essential conditions of tenancy

Resources Used to Check Applicant Suitability [PH Occ GB, pp. 47-56]

PHAs have a variety of resources available to them for determination of the suitability of applicants. Generally, PHAs should reject applicants who have recent behavior that would warrant lease termination for a public housing resident.

RHA Policy

In order to determine the suitability of applicants RHA will examine applicant history for the past three years. Such background checks will include:

- Past Performance in Meeting Financial Obligations, Especially Rent*

- PHA and landlord references for the past three years, gathering information about past performance meeting rental obligations such as

rent payment record, late payment record, whether the PHA/landlord ever began or completed lease termination for non-payment, and whether utilities were ever disconnected in the unit. PHAs and landlords will be asked if they would rent to the applicant family again.

Utility company references covering the monthly amount of utilities, late payment, disconnection, return of a utility deposit and whether the applicant can get utilities turned on in their name. (Use of this inquiry will be reserved for applicants applying for units where there are tenant-paid utilities.)

If an applicant has no rental payment history the PHA will check court records of eviction actions and other financial judgments, and credit reports. A lack of credit history will not disqualify someone from becoming a public housing resident, but a poor credit rating may.

Applicants with no rental payment history will also be asked to provide the PHA with personal references. The references will be requested to complete a verification of the applicant's ability to pay rent if no other documentation of ability to meet financial obligations is available. The applicant will also be required to complete a checklist documenting their ability to meet financial obligations.

If previous landlords or the utility company do not respond to requests from the PHA, the applicant may provide other documentation that demonstrates their ability to meet financial obligations (e.g. rent receipts, cancelled checks, etc.)

Disturbances of Neighbors, Destruction of Property or Living or Housekeeping Habits at Prior Residences that May Adversely Affect Health, Safety, or Welfare of Other Tenants, or Cause Damage to the Unit or the Development

PHA and landlord references for the past three years, gathering information on whether the applicant kept a unit clean, safe and sanitary; whether they violated health or safety codes; whether any damage was done by the applicant to a current or previous unit or the development, and, if so, how much the repair of the damage cost; whether the applicant's housekeeping caused insect or rodent infestation; and whether the neighbors complained about the applicant or whether the police were ever called because of disturbances.

Police and court records within the past three years will be used to check for any evidence of disturbance of neighbors or destruction of property that might have resulted in arrest or conviction. A record or records of arrest will not be used as the sole basis for the denial or proof that the applicant engaged in disqualifying activity.

A personal reference will be requested to complete a verification of the applicant's ability to care for the unit and avoid disturbing neighbors if no other documentation is available. In these cases, the applicant will also be

required to complete a checklist documenting their ability to care for the unit and to avoid disturbing neighbors.

Home visits may be used to determine the applicant's ability to care for the unit.

3-III.E. CRITERIA FOR DECIDING TO DENY ADMISSION

Evidence

RHA Policy

RHA will use the preponderance of the evidence as the standard for making all admission decisions.

Preponderance of the evidence is defined as evidence which is of greater weight or more convincing than the evidence which is offered in opposition to it; that is, evidence which as a whole shows that the fact sought to be proved is more probable than not.

Preponderance of the evidence may not be determined by the number of witnesses, but by the greater weight of all evidence.

Consideration of Circumstances [24 CFR 960.203(c)(3) and (d)]

HUD authorizes the PHA to consider all relevant circumstances when deciding whether to deny admission based on a family's past history except in the situations for which denial of admission is mandated (see Section 3-III.B).

In the event the PHA receives unfavorable information with respect to an applicant, consideration must be given to the time, nature, and extent of the applicant's conduct (including the seriousness of the offense). In a manner consistent with its policies, PHAs may give consideration to factors which might indicate a reasonable probability of favorable future conduct.

RHA Policy

RHA will consider the following facts and circumstances prior to making its decision:

The seriousness of the case, especially with respect to how it would affect other residents' safety or property

The effects that denial of admission may have on other members of the family who were not involved in the action or failure to act

The extent of participation or culpability of individual family members, including whether the culpable family member is a minor or a person with disabilities, or (as discussed further in section 3-III.F) a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking

The length of time since the violation occurred, including the age of the individual at the time of the conduct, as well as the family's recent history and the likelihood of favorable conduct in the future

While a record or records of arrest will not be used as the sole basis for denial, an arrest may trigger an investigation to determine whether the applicant actually engaged in disqualifying criminal activity. As part of its investigation, the PHA

may obtain the police report associated with the arrest and consider the reported circumstances of the arrest. RHA may also consider:

- Any statements made by witnesses or the applicant not included in the police report

- Whether criminal charges were filed

- Whether, if filed, criminal charges were abandoned, dismissed, not prosecuted, or ultimately resulted in an acquittal

- Any other evidence relevant to determining whether or not the applicant engaged in disqualifying activity

Evidence of criminal conduct will be considered if it indicates a demonstrable risk to safety and/or property

Evidence of the applicant family's participation in or willingness to participate in social service or other appropriate counseling service programs

In the case of drug or alcohol abuse, whether the culpable household member is participating in or has successfully completed a supervised drug or alcohol rehabilitation program or has otherwise been rehabilitated successfully

- RHA will require the applicant to submit evidence of the household member's current participation in or successful completion of a supervised drug or alcohol rehabilitation program, or evidence of otherwise having been rehabilitated successfully.

Removal of a Family Member's Name from the Application

Should the PHA's screening process reveal that an applicant's household includes an individual subject to state lifetime registered sex offender registration, the PHA must offer the family the opportunity to remove the ineligible family member from the household. If the family is unwilling to remove that individual from the household, the PHA must deny admission to the family [Notice PIH 2012-28].

For other criminal activity, the PHA may permit the family to exclude the culpable family members as a condition of eligibility. [24 CFR 960.203(c)(3)(i)].

RHA Policy

As a condition of receiving assistance, a family may agree to remove the culpable family member from the application. In such instances, the head of household must certify that the family member will not be permitted to visit or to stay as a guest in the public housing unit.

After admission to the program, the family must present evidence of the former family member's current address upon PHA request.

Reasonable Accommodation [PH Occ GB, pp. 58-60]

If the family includes a person with disabilities, the PHA's decision concerning denial of admission is subject to consideration of reasonable accommodation in accordance with 24 CFR Part 8.

RHA Policy

If the family indicates that the behavior of a family member with a disability is the reason for the proposed denial of admission, RHA will determine whether the behavior is related to the disability. If so, upon the family's request, RHA will determine whether alternative measures are appropriate as a reasonable accommodation. RHA will only consider accommodations that can reasonably be expected to address the behavior that is the basis of the proposed denial of admission. See Chapter 2 for a discussion of reasonable accommodation.

3-III.F. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING, AND HUMAN TRAFFICKING

The Violence against Women Act (VAWA) and the HUD regulation at 24 CFR 5.2005(b) prohibit PHAs from denying admission to an otherwise qualified applicant on the basis or as a direct result of the fact that the applicant is or has been a victim of domestic violence, dating violence, sexual assault, or stalking.

- Although the VAWA 2022 statute does not specifically include human trafficking in the list of victims protected under VAWA, in 2022 HUD began including human trafficking as part of the list of victims protected under VAWA (as seen in Notices PIH 2022-06, PIH 2022-22, and PIH 2022-24). In the absence of a final rule implementing VAWA 2022 and to mirror HUD's recent usage, this policy includes human trafficking in addition to domestic violence, dating violence, sexual assault, and stalking anywhere such a list appears.

Definitions of key terms used in VAWA are provided in section 16-VII of this ACOP, where general VAWA requirements and policies pertaining to notification, documentation, and confidentiality are also located.

Notification

VAWA requires PHAs to provide applicants who are denied assistance with a VAWA Notice of Occupancy Rights (form HUD-5380) and a domestic violence certification form (HUD-5382) at the time the applicant is denied.

RHA Policy

RHA acknowledges that a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking may have an unfavorable history (e.g., a poor credit history, poor rental history, a record of previous damage to an apartment, a prior arrest record) due to adverse factors that would warrant denial under RHA's policies.

While RHA is not required to identify whether adverse factors that resulted in the applicant's denial are a result of domestic violence, dating violence, sexual assault, stalking, or human trafficking, the applicant may inform RHA that their status as a victim is directly related to the grounds for the denial. RHA will request that the applicant provide enough information to RHA to allow RHA to make an objectively reasonable determination, based on all circumstances, whether the adverse factor is a direct result of their status as a victim.

RHA will include in its notice of denial information about the protection against denial provided by VAWA in accordance with section 16-VII.C of this ACOP, a notice of

VAWA rights, and a copy of the form HUD-5382. The PHA will request in writing that an applicant wishing to claim this protection notify the PHA within 14 business days.

Documentation

Victim Documentation [24 CFR 5.2007]

RHA Policy

If an applicant claims the protection against denial of admission that VAWA provides to victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking, RHA will request in writing that the applicant provide documentation supporting the claim in accordance with section 16-VII.D of this ACOP.

Perpetrator Documentation

RHA Policy

If the perpetrator of the abuse is a member of the applicant family, the applicant must provide additional documentation consisting of one of the following:

A signed statement (1) requesting that the perpetrator be removed from the application and (2) certifying that the perpetrator will not be permitted to visit or to stay as a guest in the public housing unit

Documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment. The documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to their belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation.

3-III.G. NOTICE OF ELIGIBILITY OR DENIAL

The PHA will notify an applicant family of its final determination of eligibility in accordance with the policies in Section 4-III.E.

If a PHA uses a criminal record or sex offender registration information obtained under 24 CFR 5, Subpart J, as the basis of a denial, a copy of the record must precede the notice to deny, with an opportunity for the applicant to dispute the accuracy and relevance of the information before the PHA can move to deny the application. In addition, a copy of the record must be provided to the subject of the record [24 CFR 5.903(f) and 5.905(d)].

RHA Policy

If, based on a criminal record or sex offender registration information an applicant family appears to be ineligible, RHA will notify the family in writing of the proposed denial and provide a copy of the record to the applicant and to the subject of the record. The family will be given 10 business days to dispute the accuracy and relevance of the information. If the family does not contact RHA to dispute the information within that 10-day period, RHA will proceed with issuing the notice of denial of admission. A family that does not exercise their right to dispute the accuracy of the information prior to issuance of the

official denial letter will still be given the opportunity to do so as part of the informal hearing process.

Notice requirements related to denying admission to noncitizens are contained in Section 3-II.B.

Notice policies related to denying admission to applicants who may be victims of domestic violence, dating violence, sexual assault, stalking or human trafficking are contained in Section 3-III.F.

EXHIBIT 3-1: DETAILED DEFINITIONS RELATED TO DISABILITIES

Person with Disabilities [24 CFR 5.403]

The term *person with disabilities* means a person who has any of the following types of conditions.

- Has a disability, as defined in 42 U.S.C. Section 423(d)(1)(A), which reads:

Inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment which can be expected to result in death or which has lasted or can be expected to last for a continuous period of not less than 12 months

In the case of an individual who has attained the age of 55 and is blind (within the meaning of “blindness” as defined in section 416(i)(1) of this title), inability by reason of such blindness to engage in substantial gainful activity, requiring skills or ability comparable to those of any gainful activity in which he has previously engaged with some regularity and over a substantial period of time.
- Has a developmental disability as defined in the Developmental Disabilities Assistance and Bill of Rights Act of 2000 [42 U.S.C.15002(8)], which defines developmental disability in functional terms as follows:

(A) IN GENERAL – The term *developmental disability* means a severe, chronic disability of an individual that-

 - (i) is attributable to a mental or physical impairment or combination of mental and physical impairments;
 - (ii) is manifested before the individual attains age 22;
 - (iii) is likely to continue indefinitely;
 - (iv) results in substantial functional limitations in 3 or more of the following areas of major life activity: (I) self-care, (II) receptive and expressive language, (III) learning, (IV) mobility, (V) self-direction, (VI) capacity for independent living, (VII) economic self-sufficiency; and
 - (v) reflects the individual’s need for a combination and sequence of special, interdisciplinary, or generic services, individualized supports, or other forms of assistance that are of lifelong or extended duration and are individually planned and coordinated.

(B) INFANTS AND YOUNG CHILDREN – An individual from birth to age 9, inclusive, who has a substantial developmental delay or specific congenital or acquired condition, may be considered to have a developmental disability without meeting 3 or more of the criteria described in clauses (i) through (v) of subparagraph (A) if the individual, without services and supports, has a high probability of meeting those criteria later in life.
- Has a physical, mental, or emotional impairment that is expected to be of long-continued and indefinite duration; substantially impedes their ability to live independently, and is of such a nature that the ability to live independently could be improved by more suitable housing conditions.

People with the acquired immunodeficiency syndrome (AIDS) or any conditions arising from the etiologic agent for AIDS are not excluded from this definition.

A person whose disability is based solely on any drug or alcohol dependence does not qualify as a person with disabilities for the purposes of this program.

For purposes of reasonable accommodation and program accessibility for persons with disabilities, the term person with disabilities refers to an individual with handicaps.

Individual with Handicaps [24 CFR 8.3]

Individual with handicaps means any person who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such an impairment; or is regarded as having such an impairment. The term does not include any individual who is an alcoholic or drug abuser whose current use of alcohol or drugs prevents the individual from participating in the program or activity in question, or whose participation, by reason of such current alcohol or drug abuse, would constitute a direct threat to property or the safety of others. As used in this definition, the phrase:

(1) Physical or mental impairment includes:

- (a) Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: neurological; musculoskeletal; special sense organs; respiratory, including speech organs; cardiovascular; reproductive; digestive; genito-urinary; hemic and lymphatic; skin; and endocrine
- (b) Any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term physical or mental impairment includes, but is not limited to, such diseases and conditions as orthopedic, visual, speech and hearing impairments, cerebral palsy, autism, epilepsy, muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, mental retardation, emotional illness, drug addiction and alcoholism.

(2) Major life activities means functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning and working.

(3) Has a record of such an impairment means has a history of, or has been misclassified as having, a mental or physical impairment that substantially limits one or more major life activities.

(4) Is regarded as having an impairment means:

- (a) Has a physical or mental impairment that does not substantially limit one or more major life activities but that is treated by a recipient as constituting such a limitation
- (b) Has a physical or mental impairment that substantially limits one or more major life activities only as a result of the attitudes of others toward such impairment
- (c) Has none of the impairments defined in paragraph (a) of this section but is treated by a recipient as having such an impairment

Chapter 4

APPLICATIONS, WAITING LIST AND TENANT SELECTION

INTRODUCTION

When a family wishes to reside in public housing, the family must submit an application that provides the PHA with the information needed to determine the family's eligibility. HUD requires the PHA to place all eligible families that apply for public housing on a waiting list. When a unit becomes available, the PHA must select families from the waiting list in accordance with HUD requirements and PHA policies as stated in its Admissions and Continued Occupancy Policy (ACOP) and its annual plan.

The PHA is required to adopt a clear approach to accepting applications, placing families on the waiting list, and selecting families from the waiting list, and must follow this approach consistently. The actual order in which families are selected from the waiting list can be affected if a family has certain characteristics designated by HUD or the PHA to receive preferential treatment.

HUD regulations require that the PHA comply with all equal opportunity requirements and it must affirmatively further fair housing goals in the administration of the program [24 CFR 960.103, PH Occ GB p. 13]. Adherence to the selection policies described in this chapter ensures that the PHA will be in compliance with all relevant fair housing requirements, as described in Chapter 2.

This chapter describes HUD and PHA policies for accepting applications, managing the waiting list and selecting families from the waiting list. The PHA's policies for assigning unit size and making unit offers are contained in Chapter 5. Together, Chapters 4 and 5 of the ACOP comprise the PHA's Tenant Selection and Assignment Plan (TSAP).

The policies outlined in this chapter are organized into three sections, as follows:

Part I: The Application Process. This part provides an overview of the application process, and discusses how applicants can obtain and submit applications. It also specifies how the PHA will handle the applications it receives.

Part II: Managing the Waiting List. This part presents the policies that govern how the PHA's waiting list is structured, when it is opened and closed, and how the public is notified of the opportunity to apply for public housing. It also discusses the process the PHA will use to keep the waiting list current.

Part III: Tenant Selection. This part describes the policies that guide the PHA in selecting families from the waiting list as units become available. It also specifies how in-person interviews will be used to ensure that the PHA has the information needed to make a final eligibility determination.

4-I.A. OVERVIEW

This part describes the policies that guide the PHA's efforts to distribute and accept applications, and to make preliminary determinations of applicant family eligibility that affect placement of

the family on the waiting list. This part also describes the PHA's obligation to ensure the accessibility of the application process.

4-I.B. APPLYING FOR ASSISTANCE

Any family that wishes to reside in public housing must apply for admission to the program [24 CFR 1.4(b)(2)(ii), 24 CFR 960.202(a)(2)(iv), and PH Occ GB, p. 68]. HUD permits the PHA to determine the format and content of its applications, as well how such applications will be made available to interested families and how applications will be accepted by the PHA. However, the PHA must include Form HUD-92006, Supplement to Application for Federally Assisted Housing, as part of the PHA's application [Notice PIH 2009-36].

RHA Policy

- RHA may use a one- or two-step application process. In a one-step process, the family must provide all of the information necessary to establish family eligibility, household composition, and level of assistance at application. One-step process may be used for categories of applicants for which the waiting list is always open.
- RHA will typically use a two-step process. Under the two-step application process RHA will initially require families to provide only the information needed by RHA to make an initial assessment of the family's eligibility, and its self-certified preference category eligibility. A family initially determined to be eligible will be placed on the wait list or in an applicant lottery pool. Because RHA has a limited number of public housing units, not all families in the applicant lottery pool will be selected for placement on the waiting list. RHA will draw 500 applicants from the applicant lottery pool for placement on the Senior/Disabled waitlist, and 500 for the family (unrestricted) wait list. The family will be required to provide all of the information necessary to establish family eligibility and level of assistance when the family is selected from the waiting list.
- RHA will announce the method by which applications may be obtained which may include:
 - 1) Downloading a copy from RHA's website, www.ci.richmond.ca.us;
 - 2) Via Internet at another designated address; or
 - 3) At one or more locations designated by RHA.

Applicants are responsible for the content and accuracy of information reported on the application. Completed applications must be returned to RHA in the manner prescribed for the particular opening. Applications must be complete in order to be accepted by RHA for processing. If an application is incomplete or illegible, RHA will attempt to notify the family of the additional information required. If the applicant household does not qualify for Public Housing due to being over-income, the applicant household will not be placed on the waiting list.

4-I.C. ACCESSIBILITY OF THE APPLICATION PROCESS

The PHA must take a variety of steps to ensure that the application process is accessible to those people who might have difficulty complying with the standard PHA application process.

Disabled Populations [24 CFR 8; PH Occ GB, p. 68]

The PHA must provide reasonable accommodation as needed for persons with disabilities to make the application process fully accessible. The facility where applications are accepted and the application process must be fully accessible, or the PHA must provide an alternate approach that provides equal access to the program. Chapter 2 provides a full discussion of the PHA's policies related to providing reasonable accommodations for people with disabilities.

Limited English Proficiency

PHAs are required to take reasonable steps to ensure meaningful access to their programs and activities by persons with limited English proficiency [24 CFR 1]. Chapter 2 provides a full discussion on the PHA's policies related to ensuring access to people with limited English proficiency (LEP).

4-I.D. PLACEMENT ON THE WAITING LIST

The PHA must review each completed application received and make a preliminary assessment of the family's eligibility. Applicants for whom the waiting list is open must be placed on the waiting list unless the PHA determines the family to be ineligible. Where the family is determined to be ineligible, the PHA must notify the family in writing [24 CFR 960.208(a); PH Occ GB, p. 41].

No applicant has a right or entitlement to be listed on the waiting list, or to any particular position on the waiting list.

Ineligible for Placement on the Waiting List

RHA Policy

If RHA determines from the information provided that a family is ineligible, the family will not be placed on the waiting list. When a family is determined to be ineligible, RHA will send written notification of the ineligibility determination within 10 business days of receipt of the completed application. The notice will specify the reasons for ineligibility and will inform the family of its right to request an informal hearing and explain the process for doing so (see Chapter 14).

Eligible for Placement on the Waiting List

RHA Policy

RHA will send written notification of the preliminary eligibility determination within 10 business days of receiving a completed application. If applicable, the notice will also indicate the waiting list preference(s) for which the family appears to qualify.

Applicants will be placed on the waiting list according to RHA preference(s) and the date and time their complete application is received by RHA.

RHA will assign families on the waiting list according to the bedroom size for which a family qualifies as established in its occupancy standards (see Chapter 5). Families may

request to be placed on the waiting list for a unit size smaller than designated by the occupancy guidelines (as long as the unit is not overcrowded according to RHA standards and local codes). However, in these cases, the family must agree not to request a transfer for two years after admission, unless they have a change in family size or composition.

Placement on the waiting list does not indicate that the family is, in fact, eligible for admission. When the family is selected from the waiting list, RHA will verify any preference(s) claimed and determine eligibility and suitability for admission to the program.

PART II: MANAGING THE WAITING LIST

4-II.A. OVERVIEW

The PHA must have policies regarding the type of waiting list it will utilize as well as how the waiting list will be organized and managed. This includes policies on notifying the public on the opening and closing of the waiting list to new applicants, updating family information, purging the list of families that are no longer interested in or eligible for public housing, and conducting outreach to ensure a sufficient number of applicants.

In addition, HUD imposes requirements on how the PHA may structure its waiting list and how families must be treated if they apply for public housing at a PHA that administers more than one assisted housing program.

4-II.B. ORGANIZATION OF THE WAITING LIST

The PHA's public housing waiting list must be organized in such a manner to allow the PHA to accurately identify and select families in the proper order, according to the admissions policies described in this ACOP.

RHA Policy

The waiting list will contain the following information for each applicant listed:

- Name and social security number of head of household

- Unit size required (number of family members)

- Amount and source of annual income

- Accessibility requirement, if any

- Date and time of application or application number

- Household type (family, elderly, disabled)

- Admission preference, if any

- Race and ethnicity of the head of household

- The specific site(s) selected (only if RHA offers site-based waiting lists)

PHA may adopt one community-wide waiting list or site-based waiting lists. The PHA must obtain approval from HUD through submission of its Annual Plan before it may offer site-based waiting lists. Site-based waiting lists allow families to select the development where they wish to reside and must be consistent with all applicable civil rights and fair housing laws and regulations [24 CFR 903.7(b)(2)].

RHA Policy

RHA will maintain a wait list for Nystrom Village (family) development

HUD requires that public housing applicants must be offered the opportunity to be placed on the waiting list for any tenant-based or project-based voucher or moderate rehabilitation program that the PHA operates if 1) the other programs' waiting lists are open, and 2) the family is qualified for the other programs [24 CFR 982.205(a)(2)(i)].

HUD permits, but does not require, that PHAs maintain a single merged waiting list for their public housing, Section 8, and other subsidized housing programs [24 CFR 982.205(a)(1)].

RHA Policy

RHA will not merge the public housing waiting list with the waiting list for any other program RHA operates.

4-II.C. OPENING AND CLOSING THE WAITING LIST

Closing the Waiting List

The PHA is permitted to close the waiting list, in whole or in part, if it has an adequate pool of families to fully lease units in all of its developments. The PHA may close the waiting list completely, or restrict intake by preference, type of project, or by size and type of dwelling unit. [PH Occ GB, p. 31].

RHA Policy

RHA will close the waiting list when the estimated waiting period for housing applicants on the list reaches 24 months for the most current applicants. Where RHA has particular preferences or other criteria that require a specific category of family, RHA may elect to continue to accept applications from these applicants while closing the waiting list to others.

Reopening the Waiting List

If the waiting list has been closed, it may be reopened at any time. The PHA should publish a notice announcing the opening of the waiting list in local newspapers of general circulation, minority media, and other suitable media outlets. Such notice must comply with HUD fair housing requirements. The PHA should specify who may apply, and where and when applications will be received.

RHA Policy

RHA will announce the reopening of the waiting list at least 10 business days prior to the date applications will first be accepted. If the list is only being reopened for certain categories of families, this information will be contained in the notice.

The notice will inform applicants of the date, time, method, and place applications can be obtained and submitted, how blank applications may be obtained (e.g., from what addresses, community sites, and websites), all methods by which applications will be accepted (e.g., in person, by phone, by fax, by email), a point of contact who can answer questions, any limitations on who may apply, and any other information the applicant may need to successfully submit the application. RHA will describe its prioritization system or whether it uses a lottery and will clearly state that this system will be used to place applicants on the waiting list.

To ensure that public notices broadly reach potential applicants in all communities throughout the housing market area, RHA will distribute public notices to local community-based organizations, such as social service agencies and religious institutions; distribute the notice online through RHA's website or social media platforms and other online platforms for local housing news; and make use of any local newspapers of general circulation, minority media, and other suitable means.

RHA will give public notice by publishing the relevant information using the following media outlets: RHA will give public notice by publishing the relevant information in suitable media outlets including, but not limited to:

- 1) West County Times
- 2) KCRT

Through notice to:

- a. Homeless Shelters operating in the City of Richmond
- b. City of Richmond Rent Program
- c. City of Richmond Employment & Training Department
- d. Greater Richmond Interfaith Program (GRIP)
- e. Bay Area Legal Aid (Richmond)
- f. The Latina Center [Local Hispanic Non-Profit Center]
- g. Lao Family Community Development, Inc.
- h. Neighborhood Associations

RHA will attempt to coordinate with a representative selection of social service agencies that serve disabled, elderly and limited English proficiency populations in order to ensure equal access for these populations. Through these agencies, lottery entrants will be able to access translation services

4-II.D. FAMILY OUTREACH [24 CFR 903.2(d); 24 CFR 903.7(a) and (b)]

The PHA should conduct outreach as necessary to ensure that the PHA has a sufficient number of applicants on the waiting list to fill anticipated vacancies and to assure that the PHA is affirmatively furthering fair housing and complying with the Fair Housing Act.

Because HUD requires the PHA to admit a specified percentage of extremely low-income families, the PHA may need to conduct special outreach to ensure that an adequate number of such families apply for public housing.

PHA outreach efforts must comply with fair housing requirements. This includes:

- Analyzing the housing market area and the populations currently being served to identify underserved populations
 - Ensuring that outreach efforts are targeted to media outlets that reach eligible populations that are underrepresented in the program
 - Avoiding outreach efforts that prefer or exclude people who are members of a protected class
- PHA outreach efforts must be designed to inform qualified families about the availability of units under the program. These efforts may include, as needed, any of the following activities:
- Submitting press releases to local newspapers, including minority newspapers
 - Developing informational materials and flyers to distribute to other agencies
 - Providing application forms to other public and private agencies that serve the low income population
 - Developing partnerships with other organizations that serve similar populations, including agencies that provide services for persons with disabilities

RHA Policy

RHA will monitor the characteristics of the population being served and the characteristics of the population as a whole in RHA's jurisdiction. Targeted outreach efforts will be undertaken if a comparison suggests that certain populations are being underserved.

4-II.E. REPORTING CHANGES IN FAMILY CIRCUMSTANCES

RHA Policy

While the family is on the waiting list, the family must inform RHA, within 10 business days, of changes in family size or composition, preference status, or contact information, including current residence, mailing address, and phone number. The changes must be submitted in writing.

Changes in an applicant's circumstances while on the waiting list may affect the family's qualification for a particular bedroom size or entitlement to a preference. When an applicant reports a change that affects their placement on the waiting list, the waiting list will be updated accordingly.

4-II.F. UPDATING THE WAITING LIST

HUD requires the PHA to establish policies that describe the circumstances under which applicants will be removed from the waiting list [24 CFR 960.202(a)(2)(iv)].

Purging the Waiting List

The decision to remove an applicant family that includes a person with disabilities from the waiting list is subject to reasonable accommodation. If the applicant did not respond to the PHA's request for information or updates because of the family member's disability, the PHA must, upon the family's request, reinstate the applicant family to their former position on the

waiting list as a reasonable accommodation [24 CFR 8.4(a), 24 CFR 100.204(a), and PH Occ GB, p. 39 and 40]. See Chapter 2 for further information regarding reasonable accommodations.

RHA Policy

The waiting list will be updated as needed to ensure that all applicant information is current and timely.

To update the waiting list, RHA will send an update request via first class mail to each family on the waiting list to determine whether the family continues to be interested in, and to qualify for, the program.

As part of the initial pre-application or application, RHA will ask the family for their preferred methods of communication, which may include mail, phone, text message, email, or contact through a representative or service provider.

This update request will be sent to the last address that RHA has on record for the family as well as any additional contact methods identified by the family. The update request will provide a deadline by which the family must respond and will state that failure to respond will result in the applicant's name being removed from the waiting list.

The family's response must be in writing and may be delivered in person, by mail, by email, or by fax. Responses should be postmarked or received by RHA not later than 15 business days from the date of RHA letter.

If the family fails to respond within 15 business days, the family will be removed from the waiting list without further notice.

If the notice is returned by the post office with no forwarding address, the applicant will be removed from the waiting list without further notice.

If the notice is returned by the post office with a forwarding address, the notice will be re-sent to the address indicated. The family will have 15 business days to respond from the date the letter was re-sent. If the family fails to respond within this time frame, the family will be removed from the waiting list without further notice. When a family is removed from the waiting list during the update process for failure to respond, RHA will contact an unresponsive applicant through all means available, which may include via mail, phone, email, and text message. The PHA will give that family a reasonable period of time to respond with their interest so as to not inadvertently remove an applicant who remains interested but may have moved, changed their contact information, or otherwise are difficult to reach. No informal hearing will be offered in such cases. Such failures to act on the part of the applicant prevent the PHA from making an eligibility determination; therefore no informal hearing is required.

If a family is removed from the waiting list for failure to respond, the PHA may reinstate the family if the lack of response was due to PHA error, to circumstances beyond the family's control, as a result of a family member's disability, or as a direct result of status as a victim of domestic violence, dating violence, sexual assault, stalking, or human trafficking, including an adverse factor resulting from such abuse.

Removal from the Waiting List

RHA Policy

RHA will remove an applicant from the waiting list upon request by the applicant family. In such cases no informal hearing is required.

If RHA determines that the family is not eligible for admission (see Chapter 3) at any time while the family is on the waiting list the family will be removed from the waiting list.

If a family is removed from the waiting list because RHA has determined the family is not eligible for admission, a notice will be sent to the family's address of record as well as to any alternate address provided on the initial application. The notice will state the reasons the family was removed from the waiting list and will inform the family how to request an informal hearing regarding RHA's decision (see Chapter 14) [24 CFR 960.208(a)].

PART III: TENANT SELECTION

4-III.A. OVERVIEW

The PHA must establish tenant selection policies for families being admitted to public housing [24 CFR 960.201(a)]. The PHA must not require any specific income or racial quotas for any developments [24 CFR 903.2(d)]. The PHA must not assign persons to a particular section of a community or to a development or building based on race, color, religion, sex, disability, familial status or national origin for purposes of segregating populations [24 CFR 1.4(b)(1)(iii) and 24 CFR 903.2(d)(1)].

The order in which families will be selected from the waiting list depends on the selection method chosen by the PHA and is impacted in part by any selection preferences that the family qualifies for. The availability of units also may affect the order in which families are selected from the waiting list.

The PHA must maintain a clear record of all information required to verify that the family is selected from the waiting list according to the PHA's selection policies [24 CFR 960.206(e)(2)]. The PHA's policies must be posted any place where the PHA receives applications. The PHA must provide a copy of its tenant selection policies upon request to any applicant or tenant. The PHA may charge the family for providing a copy of its tenant selection policies [24 CFR 960.202(c)(2)].

RHA Policy

When an applicant or resident family requests a copy of RHA's tenant selection policies, RHA will provide copies to them free of charge.

4-III.B. SELECTION METHOD

PHAs must describe the method for selecting applicant families from the waiting list, including the system of admission preferences that the PHA will use.

Local Preferences [24 CFR 960.206]

PHAs are permitted to establish local preferences and to give priority to serving families that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the PHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the PHA plan and the consolidated plan and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 960.206(a)].

RHA Policy

Local preferences will be aggregated using a system in which each preference will receive an allocation of points. The more preference points an applicant has, the higher the applicant's place on the waiting list.

RHA will use the following local preferences:

Domestic Violence Preference: RHA will offer a preference to families that include victims of domestic violence, dating violence, sexual assault, stalking, or human trafficking who have either been referred by a partnering service agency or consortia or

who are seeking an emergency transfer under VAWA from other covered housing program operated by RHA. RHA will work with partnering service agencies. The applicant must certify that the abuser will not reside with the applicant unless RHA gives prior written approval;

Working Preference: Families that at the time of selection from the waiting list, reside in the City of Richmond, or include a member who works, or has been hired to work in the jurisdiction;

Veteran Preference: Families with one or more active member(s) of the military, or a veteran discharged or released under conditions other than dishonorable, or a surviving spouse (as defined by the Department of Veteran Affairs);

Foster Care Preference: Families, with or without minor children, that aged out of Foster Care within 3 years of the time of selection from the waiting list; and

Elderly/Disabled Preference: Elderly (62 or older), Disabled or Family (any 2- or more person household), status based of head of household.

Among applicants with the same preference points, date and time of application will be used to determine placement on the waiting list.

Income Targeting Requirement [24 CFR 960.202(b)]

HUD requires that extremely low-income (ELI) families make up at least 40 percent of the families admitted to public housing during the PHA's fiscal year. ELI families are those with annual incomes at or below the federal poverty level or 30 percent of the area median income, whichever number is higher [*Federal Register* notice 6/25/14]. To ensure this requirement is met, the PHA may skip non-ELI families on the waiting list in order to select an ELI family.

If a PHA also operates a housing choice voucher (HCV) program, admissions of extremely low-income families to the PHA's HCV program during a PHA fiscal year that exceed the 75 percent minimum target requirement for the voucher program, shall be credited against the PHA's basic targeting requirement in the public housing program for the same fiscal year. However, under these circumstances the fiscal year credit to the public housing program must not exceed the lower of: (1) ten percent of public housing waiting list admissions during the PHA fiscal year; (2) ten percent of waiting list admissions to the PHA's housing choice voucher program during the PHA fiscal year; or (3) the number of qualifying low-income families who commence occupancy during the fiscal year of PHA public housing units located in census tracts with a poverty rate of 30 percent or more. For this purpose, qualifying low-income family means a low-income family other than an extremely low-income family.

RHA Policy

RHA will monitor progress in meeting the ELI requirement throughout the fiscal year. ELI families will be selected ahead of other eligible families on an as-needed basis to ensure that the income targeting requirement is met.

Mixed Population Developments [24 CFR 960.407]

A mixed population development is a public housing development or portion of a development that was reserved for elderly families and disabled families at its inception (and has retained that

character) or the PHA at some point after its inception obtained HUD approval to give preference in tenant selection for all units in the development (or portion of a development) to elderly and disabled families [24 CFR 960.102]. Elderly family means a family whose head, spouse, cohead, or sole member is a person who is at least 62 years of age. Disabled family means a family whose head, spouse, cohead, or sole member is a person with disabilities [24 CFR 5.403]. The PHA must give elderly and disabled families equal preference in selecting these families for admission to mixed population developments. The PHA may not establish a limit on the number of elderly or disabled families that may occupy a mixed population development. In selecting elderly and disabled families to fill these units, the PHA must first offer the units that have accessibility features for families that include a person with a disability and require the accessibility features of such units. The PHA may not discriminate against elderly or disabled families that include children (Fair Housing Amendments Act of 1988).

Units Designated for Elderly or Disabled Families [24 CFR 945]

The PHA may designate projects or portions of a public housing project specifically for elderly or disabled families. The PHA must have a HUD-approved allocation plan before the designation may take place.

Among the designated developments, the PHA must also apply any preferences that it has established. If there are not enough elderly families to occupy the units in a designated elderly development, the PHA may allow near-elderly families to occupy the units [24 CFR 945.303(c)(1)]. Near-elderly family means a family whose head, spouse, or cohead is at least 50 years old, but is less than 62 [24 CFR 5.403].

If there are an insufficient number of elderly families and near-elderly families for the units in a development designated for elderly families, the PHA must make available to all other families any unit that is ready for re-rental and has been vacant for more than 60 consecutive days [24 CFR 945.303(c)(2)].

The decision of any disabled family or elderly family not to occupy or accept occupancy in designated housing shall not have an adverse affect on their admission or continued occupancy in public housing or their position on or placement on the waiting list. However, this protection does not apply to any family who refuses to occupy or accept occupancy in designated housing because of the race, color, religion, sex, disability, familial status, or national origin of the occupants of the designated housing or the surrounding area [24 CFR 945.303(d)(1) and (2)].

This protection does apply to an elderly family or disabled family that declines to accept occupancy, respectively, in a designated project for elderly families or for disabled families, and requests occupancy in a general occupancy project or in a mixed population project [24 CFR 945.303(d)(3)].

RHA Policy

RHA does not have designated elderly or designated disabled housing at this time.

Deconcentration of Poverty and Income-Mixing [24 CFR 903.1 and 903.2]

The PHA's admission policy must be designed to provide for deconcentration of poverty and income-mixing by bringing higher income tenants into lower income projects and lower income tenants into higher income projects. A statement of the PHA's deconcentration policies must be included in its annual plan [24 CFR 903.7(b)].

The PHA's deconcentration policy must comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by a PHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by a PHA with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

Steps for Implementation [24 CFR 903.2(c)(1)]

To implement the statutory requirement to deconcentrate poverty and provide for income mixing in covered developments, the PHA must comply with the following steps:

Step 1. The PHA must determine the average income of all families residing in all the PHA's covered developments. The PHA may use the median income, instead of average income, provided that the PHA includes a written explanation in its annual plan justifying the use of median income.

RHA Policy

RHA will determine the average income of all families in all covered developments on an annual basis.

Step 2. The PHA must determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, the PHA has the option of adjusting its income analysis for unit size in accordance with procedures prescribed by HUD.

RHA Policy

RHA will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

Step 3. The PHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low-income family (federal poverty level or 30 percent of median income, whichever number is higher).

Step 4. The PHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

Step 5. Where the income profile for a covered development is not explained or justified in the annual plan submission, the PHA must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

Depending on local circumstances the PHA's deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by the PHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and PHA strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under the PHA's deconcentration policy. The PHA must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the PHA's deconcentration policy [24 CFR 903.2(c)(4)].

If, at annual review, the average incomes at all general occupancy developments are within the EIR, the PHA will be considered to be in compliance with the deconcentration requirement and no further action is required.

RHA Policy

- RHA has one family, and one senior-disabled development covered by the deconcentration rule. None of these developments have an average income above or below 85% to 115% of the average incomes of all developments.
- RHA will analyze developments on a regular basis according to the deconcentration rule.

For developments outside the EIR the PHA will take the following actions to provide for deconcentration of poverty and income mixing.

Order of Selection [24 CFR 960.206(e)]

The PHA system of preferences may select families either according to the date and time of application or by a random selection process.

RHA Policy

Families will be selected from the waiting list based on preference points. Among applicants with the same preference points, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by RHA.

When selecting applicants from the waiting list, RHA will match the characteristics of the available unit (unit size, accessibility features, unit type) to the applicants on the waiting

lists. RHA will offer the unit to the highest-ranking applicant who qualifies for that unit size or type, or that requires the accessibility features.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application or higher preference status.

Factors such as deconcentration or income mixing and income targeting will also be considered in accordance with HUD requirements and RHA policy.

4-III.C. NOTIFICATION OF SELECTION

When the family has been selected from the waiting list, the PHA must notify the family [24 CFR 960.208].

RHA Policy

RHA will notify the family by first class mail when it is selected from the waiting list.

The notice will inform the family of the following:

- Date, time, and location of the scheduled application interview, including any procedures for rescheduling the interview

- Who is required to attend the interview

- Documents that must be provided at the interview to document the legal identity of household members, including information about what constitutes acceptable documentation

- Documents that must be provided at the interview to document eligibility for a preference, if applicable

- Other documents and information that should be brought to the interview

If a notification letter is returned to RHA with no forwarding address, the family will be removed from the waiting list without further notice. Such failure to act on the part of the applicant prevents RHA from making an eligibility determination; therefore no informal hearing will be offered.

4-III.D. THE APPLICATION INTERVIEW

HUD recommends that the PHA obtain the information and documentation needed to make an eligibility determination through a private interview. Being invited to attend an interview does not constitute admission to the program.

Assistance cannot be provided to the family until all SSN documentation requirements are met. However, if the PHA determines that an applicant family is otherwise eligible to participate in the program, the family may retain its place on the waiting list for a period of time determined by the PHA [Notice PIH 2018-24].

Reasonable accommodation must be made for persons with disabilities who are unable to attend an interview due to their disability [24 CFR 8.4(a) and 24 CFR 100.204(a)].

RHA Policy

Families selected from the waiting list are required to participate in an eligibility interview.

The head of household and the spouse/cohead will be strongly encouraged to attend the interview together. However, either the head of household or the spouse/cohead may attend the interview on behalf of the family. Verification of information pertaining to adult members of the household not present at the interview will not begin until signed release forms are returned to RHA.

The interview will be conducted only if the head of household or spouse/cohead provides appropriate documentation of legal identity (Chapter 7 provides a discussion of proper documentation of legal identity). If the family representative does not provide the required documentation, the appointment may be rescheduled when the proper documents have been obtained.

Pending disclosure and documentation of social security numbers, RHA will allow the family to retain its place on the waiting list for **180 days**. If not all household members have disclosed their SSNs at the next time a unit becomes available, RHA will offer a unit to the next eligible applicant family on the waiting list.

If the family is claiming a waiting list preference, the family must provide documentation to verify their eligibility for a preference (see Chapter 7). If the family is verified as eligible for the preference, RHA will proceed with the interview. If RHA determines the family is not eligible for the preference, the interview will not proceed and the family will be placed back on the waiting list according to the date and time of their application.

The family must provide the information necessary to establish the family's eligibility, including suitability, and to determine the appropriate amount of rent the family will pay. The family must also complete required forms, provide required signatures, and submit required documentation. If any materials are missing, RHA will provide the family with a written list of items that must be submitted.

Any required documents or information that the family is unable to provide at the interview must be provided within 10 business days of the interview (Chapter 7 provides details about longer submission deadlines for particular items, including documentation of Social Security numbers and eligible noncitizen status). If the family is unable to obtain the information or materials within the required time frame, the family may request an extension. If the required documents and information are not provided within the required time frame (plus any extensions), the family will be sent a notice of denial (see Chapter 3).

An advocate, interpreter, or other assistant may assist the family with the application and the interview process.

Interviews will be conducted in English. For limited English proficient (LEP) applicants, RHA will provide translation services in accordance with RHA's LEP plan.

If the family is unable to attend a scheduled interview, the family should contact RHA in advance of the interview to schedule a new appointment. In all circumstances, if a family does not attend a scheduled interview, the PHA will send another notification letter with

a new interview appointment time. Applicants who fail to attend two scheduled interviews without RHA approval will have their applications made inactive based on the family's failure to supply information needed to determine eligibility. The second appointment letter will state that failure to appear for the appointment without a request to reschedule will be interpreted to mean that the family is no longer interested and their application will be made inactive. Such failure to act on the part of the applicant prevents the PHA from making an eligibility determination, therefore RHA will not offer an informal hearing.

4-III.E. FINAL ELIGIBILITY DETERMINATION [24 CFR 960.208]

The PHA must verify all information provided by the family (see Chapter 7). Based on verified information related to the eligibility requirements, including PHA suitability standards, the PHA must make a final determination of eligibility (see Chapter 3).

When a determination is made that a family is eligible and satisfies all requirements for admission, including tenant selection criteria, the applicant must be notified of the approximate date of occupancy insofar as that date can be reasonably determined [24 CFR 960.208(b)].

RHA Policy

RHA will notify a family in writing of their eligibility within 10 business days of the determination and will provide the approximate date of occupancy insofar as that date can be reasonably determined.

RHA will expedite the administrative process for determining eligibility to the extent possible for applicants who are admitted to the public housing program as a result of an emergency transfer from another PHA program.

The PHA must promptly notify any family determined to be ineligible for admission of the basis for such determination, and must provide the applicant upon request, within a reasonable time after the determination is made, with an opportunity for an informal hearing on such determination [24 CFR 960.208(a)].

RHA Policy

If RHA determines that the family is ineligible, RHA will send written notification of the ineligibility determination within 10 business days of the determination. The notice will specify the reasons for ineligibility and will inform the family of its right to request an informal hearing (see Chapter 14).

If the PHA uses a criminal record or sex offender registration information obtained under 24 CFR 5, Subpart J, as the basis of a denial, a copy of the record must precede the notice to deny, with an opportunity for the applicant to dispute the accuracy and relevance of the information before the PHA can move to deny the application. See Section 3-III.G for the PHA's policy regarding such circumstances.

The PHA must provide the family a notice of VAWA rights (form HUD-5380) as well as the HUD VAWA self-certification form (form HUD-5382) in accordance with the Violence against Women Act, and as outlined in 16-VII.C, at the time the applicant is provided assistance or at the time the applicant is denied assistance. This notice must be provided in both of the following

instances: (1) when a family actually begins receiving assistance (lease execution); or (2) when a family is notified of its ineligibility.



City of Richmond Housing Authority
450 Civic Center Plaza, 2nd Floor, Richmond CA 94804
(510) 621-1300

September 19, 2022

Gerald Windt, Director
Office of Public Housing
U.S. Department of Housing and Urban Development
One Sansome St., Suite 1200
San Francisco, CA 94104

Re: Recovery Agreement Action Plan Update

Dear Mr. Windt:

Over the past three (3) years, significant progress has been made in accomplishing the fundamental outcomes Richmond Housing Authority (RHA), the City of Richmond, and the U.S. Department of Housing and Urban Development (HUD) desire for RHA's Public Housing portfolio.

The executed October 22, 2019, Public Housing Authority Recovery and Sustainability (PHARS) agreement provides details, actions, and milestones with completion dates. Our commitment to the outcomes is unchanged, but we acknowledge that some deliverables have not been completed by the established dates.

We take these matters seriously and continue to work towards full implementation of the PHARS agreement. It is also important to acknowledge the last three (3) years have been unprecedented. All levels of government, the private sector, and individual families have adapted and modified plans in response to unforeseen challenges such as COVID 19. Our PHARS action plan was not immune to these challenges.

Although Richmond Housing Authority, City of Richmond, HUD, and consultants continue to meet bi-weekly to report on progress toward accomplishment of the outstanding PHARS tasks, I am providing an update and progress below of items identified as past due.

Asset Management Project (AMP)	PHARS Item No.	Task Description	Original Target Completion Date
Hacienda	1.5	SAC acceptance of a complete Section 18 PIC disposition application for Hacienda Remaining Parcel	12/31/2021
	Update:	Initially, an attempt was made to secure a realtor to serve as the sellers' agent. Given the tight real estate market, no responses were received to a competitive Request for Proposal (RFP) for this listing. We believed listing with a realtor would have been an efficient approach to selling this property. During the substantial rehabilitation of the Hacienda Heights residential development, RHA allowed the developer to utilize the vacant lot for a trailer, equipment, and construction materials. Our current approach is to publish an RFP seeking development proposals for the outstanding parcel. The RFP will be issued in the Fall of 2022 (Leasing for the renovated residential building will begin in October 2022). The Section 18 application will begin immediately after a developer is selected.	
Nevin	3.5	Closing /Conveyance /Start Construction	3/1/2022
	Update:	Applications for 4% Low Income Housing Tax Credits (LIHTC) and Private Activity Bonds (PABs) were submitted to the California Tax Credit Allocation Committee (TCAC) and the California Debt Limit Allocation Committee (CDLAC) in March 2022. In June 2022, Nevin Plaza was awarded \$41,631,580 in bond allocation and approved for 4% LIHTC. Nevin Plaza resident and community engagement has begun, the developer has engaged a relocation consultant, submitted building permit applications, and has initiated the public art process. The anticipated start date for construction is in December 2022.	
Nystrom	4.2	Finalize terms btw RHA and Developer	5/29/2020
	Update:	RHA released a Request for Proposal seeking a developer partner for Nystrom on April 20, 2020. McCormick Baron Salazar (MBS) and Richmond Neighborhood Housing Services (RHNS) were selected as the preferred developer partners on September 21, 2021. After their selection, work began to negotiate an Exclusive Right to Negotiate Agreement (ERNA) between RHA and MBS. The Housing Authority Board of Commissioners approved the ERNA on September 13, 2022, and authorized the Executive Director to execute the ERNA.	

Nystrom	4.3	SAC acceptance of a complete Section 18 PIC Application	9/1/2020
Update:		Having a developer selected was necessary to understanding the development program for a redeveloped Nystrom. Since RHA and the City of Richmond completed a development concept for the site in the Spring of 2021, many factors critical to the feasibility of a redevelopment plan have changed. Now that the ERNA has been approved, we will resume efforts towards submitting a Section 18 Disposition Application for Nystrom.	
Richmond Village I & II	5.1	Submit RAD Application	10/1/2019
Update:		Converting to Rental Assistance Demonstration (RAD) involves three (3) tasks: 1)Exit of the investor limited partner – Complete 2)Negotiate new terms with McCormack Baron Salazar (MBS) and Community Housing Development Corporation (CHDC) for the future ownership and operations of Richmond Village – A Memorandum of Understanding among RHA, MBS and CHDC was approved by the Housing Authority Board of Commissioners on September 13, 2022 3)Submission of RAD application – In Progress	
Richmond Village I & II	5.2	Submit RAD Financing Plan	11/28/2020
Update:		RHA and MBS assume a “non-debt” RAD/Section 18 Small PHA Blend conversion for Richmond Village I, II, and III. This is a change from the plan reflected in the PHARS Agreement. At the time the PHARS Agreement was executed, this option was not available. “No debt” conversions are the most streamline of all RAD conversions.	
Richmond Village I & II	5.3	Close RAD Conversion	12/01/2020
Update:		In Progress	
Richmond Village III	6.1	SAC Acceptance of a complete Section 18 PIC Application	05/30/2021
Close RAD Conversion		Close RAD Conversion	

Richmond Village III	6.2	Receive Tenant Protection Vouchers	06/30/21
Update:		This task no longer applies as a result of the change mentioned above under Richmond Village I & II task 5.2.	
Richmond Village III	6.3	Closing/Conveyance/Start Construction	12/31/2021
Update:		Closing will occur for Richmond Village I, II, and III simultaneously as part of a RAD/Section 18 Small PHA Blend conversion	
Other	7.2	Complete HCV Close Out Audit	04/26/2020
Update:		2018 Audit is almost complete. Once completed, 2019 will be initiated	

Since signing the PHARS agreement, we have made significant progress, and despite many obstacles, remain committed to completing the task. Assistance and support received from HUD is greatly appreciated.

Sincerely,

Nannette J. Beacham, Executive Director

cc: Mayor Tom Butt, Board Chair, Housing Authority Board of Commissioners
Shasa Curl, City Manager, City of Richmond
Benjamin Palmer, U.S. Department of Housing & Urban Development
Trevor Auser, U. S. Department of Housing & Urban Development
Mike Andrews, Enterprise (HUD Contractor/Consultant)
Susan Bloch, Burke, Williams, and Sorensen
Nora Lake-Brown, David Rosen & Associates