



CONTRACT AMENDMENT #1

SIGNATURE AND COVER PAGE

<p>State Agency Colorado Department of Human Services Office of Early Childhood Division of Community and Family Support 1575 Sherman Street, 1st Floor Denver, CO 80203</p>	<p>Original Contract Number 22 IHIA 167934</p>
<p>Contractor Developmental Pathways, Inc. 325 Inverness Drive South Englewood, CO 80112</p>	<p>Amendment Contract Number 22 IHIA 171425</p>
<p>Current Contract Maximum Amount Initial Term State Fiscal Year 2022 \$5,307,832*</p> <p>*An appropriation for Early Intervention Direct Services General Accounting Encumbrance (GAE) is hereby added to this contract. The maximum amount payable for GAE is subject to appropriated funds, not to exceed \$15,000,000, which is split among other Early Intervention (EI) vendors. See Exhibit D, Section 12. Early Intervention Direct Services General Accounting Encumbrance (GAE).</p> <p>Any amount paid as a result of Holdover Letter 22 IHIA 168485 prior to execution of this Contract shall be deducted from Contract Maximum Amount.</p> <p>Extension Terms None</p>	<p>Contract Performance Beginning Date July 13, 2021</p> <p>Current Contract Expiration Date June 30, 2022</p>
<p>Total for All State Fiscal Years \$5,307,832*</p>	

Signature Page begins on next page →



THE PARTIES HERETO HAVE EXECUTED THIS AMENDMENT

Each person signing this Amendment represents and warrants that he or she is duly authorized to execute this Amendment and to bind the Party authorizing his or her signature.

<p align="center">CONTRACTOR Developmental Pathways, Inc.</p> <p>DocuSigned by: <i>Matthew VanAuken</i></p> <p><small>83052AA969204F8...</small> By: Matthew VanAuken, Chief Executive Officer</p> <p align="right">Date: <u>9/24/2021</u></p>	<p align="center">STATE OF COLORADO Jared Polis, Governor Colorado Department of Human Services Michelle Barnes, Executive Director</p> <p>DocuSigned by: <i>Lisa Castiglia</i></p> <p><small>F11A91F07B444C8...</small> By: Lisa Castiglia, Director/Chief Financial Officer, Division of Operations, Office of Early Childhood</p> <p align="right">Date: <u>9/28/2021</u></p>
---	---

In accordance with §24-30-202 C.R.S., this Amendment is not valid until signed and dated below by the State Controller or an authorized delegate.

STATE CONTROLLER
Robert Jaros, CPA, MBA, JD

DocuSigned by:
Toni Williamson

By: D2A31DEB619C416...
Andrea Eurich / Janet Miks / Toni Williamson

Amendment Effective Date: 9/28/2021



1. PARTIES

This Amendment (the “Amendment”) to the Original Contract shown on the Signature and Cover Page for this Amendment (the “Contract”) is entered into by and between the Contractor, and the State.

2. TERMINOLOGY

Except as specifically modified by this Amendment, all terms used in this Amendment that are defined in the Contract shall be construed and interpreted in accordance with the Contract.

3. AMENDMENT EFFECTIVE DATE AND TERM

A. Amendment Effective Date

This Amendment shall not be valid or enforceable until the Amendment Effective Date shown on the Signature and Cover Page for this Amendment. The State shall not be bound by any provision of this Amendment before that Amendment Effective Date, and shall have no obligation to pay Contractor for any Work performed or expense incurred under this Amendment either before or after of the Amendment term shown in **§3.B** of this Amendment.

B. Amendment Term

The Parties’ respective performances under this Amendment and the changes to the Contract contained herein shall commence on the Amendment Effective Date shown on the Signature and Cover Page for this Amendment and shall terminate on the termination of the Contract.

4. PURPOSE

Provide early intervention services to eligible infants, toddlers, and their families, which are provided in accordance with Section 27-10.5-701, C.R.S. and Rules and Regulations 12 CCR 2509-10, Sections 7.900-7.994, as currently exist or may hereafter be promulgated or amended, and federal regulations, 34 C.F.R., Part 303, Early Intervention Program for Infants and Toddlers with Disabilities. This Amendment amends Exhibits B and D.

5. MODIFICATIONS

The Contract and all prior amendments thereto, if any, are modified as follows:

B. Exhibit B – Budget

Exhibit B – Amendment #1, which is attached and incorporated into this Amendment, shall replace Exhibit B of the Original Contract.

C. Exhibit D – Additional Provisions

Exhibit D – Amendment #1, which is attached and incorporated into this Amendment, shall replace Exhibit D of the Original Contract.

6. LIMITS OF EFFECT AND ORDER OF PRECEDENCE

This Amendment is incorporated by reference into the Contract, and the Contract and all prior amendments or other modifications to the Contract, if any, remain in full force and effect except as specifically modified in this Amendment. Except for the Special Provisions contained in the Contract, in the event of any conflict, inconsistency, variance, or contradiction between the provisions of this Amendment and any of the provisions of the Contract or any prior modification to the Contract, the provisions of this Amendment shall in all respects supersede, govern, and control. The provisions of this Amendment shall only supersede, govern, and control over the Special



Provisions contained in the Contract to the extent that this Amendment specifically modifies those Special Provisions.



**Colorado Department of Human Services
Office of Early Childhood
BUDGET WITH JUSTIFICATION FORM**

Contractor Name	Developmental Pathways, Inc.
Budget Period	July 1, 2021 - June 30, 2022
Project Name	Early Intervention Colorado
Counties Served	Arapahoe, Douglas and Adams

Program Contact Name, Phone Email	Heidi Troutman, Director of Early (303) 547-6416 h.troutman@dpcolo.org
Fiscal Contact Name, Title Phone Email	Karen Flores 720-431-7757 k.flores@nmscolo.org
Funded Caseload	2511
*See Early Intervention General Accounting Encumbrance (GAE) for Direct Services which is split among other Early Intervention Community Centered Boards pursuant to Exhibit D, Section 12.	

Expenditure Categories					
Personnel Services - Salaried Employees					FY 2022
Position Title	Description of Work and Fringe includes: Health, life and dental insurance and 401K match.	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Administration					
	No costs shall be reimbursed by CDHS for this category.			0%	\$ -
Sub-Total Administration (including fringe benefits)					\$0
Revenue Offset - Targeted Case Management (TCM)					\$0
Revenue Offset - Early Intervention Services Trust (EIST)					\$0
Revenue Offset - Public Insurance					\$0
Revenue Offset - Other Funding Sources					\$0
Total CDHS Funding (EI)					\$0
Personnel Services - Salaried Employees					FY 2022
Position Title	Description of Work and Fringe includes: Health, life and dental insurance and 401K match.	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Service Coordination					
DIRECTOR OF EARLY CHILDHOOD	Early Intervention has one director, dedicated to this program, with 50% of their time spent on Service Coordination and 50% of their time spent on Direct Services. This position is specific to Early Intervention and not the whole agency. Provides administration for the EI Dept., supervises 2 Associate Directors.	96,673	19,335	50%	\$58,004
ASSOCIATE DIRECTOR #1	Supervises 4 Program managers.	70,141	14,028	100%	\$84,169
ASSOCIATE DIRECTOR #2	Supervises Program managers.	71,402	14,280	50%	\$42,841
PROGRAM MANAGER #1	Supervises Service Coordinators.	52,181	10,436	100%	\$62,617
PROGRAM MANAGER #2	Oversees, plans and coordinates SC and Dept. trainings.	56,069	11,214	100%	\$67,283
PROGRAM MANAGER #3	Supervises Service Coordinators.	55,458	11,092	100%	\$66,550
PROGRAM MANAGER #4	Supervises Service Coordinators.	56,162	11,232	100%	\$67,394
PROGRAM MANAGER #5	Supervises Service Coordinators.	60,406	12,081	100%	\$72,487
PROGRAM MANAGER #6	Supervises Service Coordinators.	60,302	12,060	100%	\$72,362
PROGRAM MANAGER #7	Supervises Service Coordinators.	53,755	10,751	100%	\$64,506
PROGRAM MANAGER #8	Supervises Service Coordinators.	55,768	11,154	100%	\$66,922
PROGRAM MANAGER #9	Supervises Service Coordinators.	55,802	11,160	100%	\$66,962
EI SUPPORT SPECIALIST #1	Performs Administrative Support functions	38,911	7,782	100%	\$46,693
EI SUPPORT SPECIALIST #2	Performs Administrative Support functions	37,792	7,558	100%	\$45,350
BILINGUAL SENIOR COORDINATOR	Coordinates EI Services for families. Receives a bilingual stipend.	42,706	8,541	100%	\$51,247
SPANISH LANGUAGE INTERPRETER	Provides written and verbal interpretation services.	48,172	9,634	100%	\$57,806
BILINGUAL COORDINATOR #1	Coordinates EI Services for families. Receives a bilingual stipend.	38,912	7,782	100%	\$46,694
BILINGUAL COORDINATOR #2	Coordinates EI Services for families. Receives a bilingual stipend.	40,856	8,171	100%	\$49,027
BILINGUAL COORDINATOR #3	Coordinates EI Services for families. Receives a bilingual stipend.	39,731	7,946	100%	\$47,677
BILINGUAL COORDINATOR #4	Coordinates EI Services for families. Receives a bilingual stipend.	44,906	8,981	100%	\$53,887
BILINGUAL COORDINATOR #5	Coordinates EI Services for families. Receives a bilingual stipend.	39,469	7,894	100%	\$47,363
BILINGUAL COORDINATOR #6	Coordinates EI Services for families. Receives a bilingual stipend.	44,775	8,955	100%	\$53,730
SENIOR COORDINATOR #1		47,518	9,504	100%	\$57,022
SENIOR COORDINATOR #2	Coordinates EI Services for families. Assists with new SC training and mentoring.	48,418	9,684	100%	\$58,102
SENIOR COORDINATOR #3		48,006	9,601	100%	\$57,607
SENIOR COORDINATOR #4		45,189	9,038	100%	\$54,227
INTAKE COORDINATOR #1	Coordinates EI Services for families.	41,714	8,343	100%	\$50,057
INTAKE COORDINATOR #2	Coordinates EI Services for families.	39,901	7,980	100%	\$47,881
EI COORDINATOR #1	Coordinates EI Services for families.	44,616	8,923	100%	\$53,539

Personnel Services - Salaried Employees					FY 2022
Position Title	Description of Work and Fringe includes: Health, life and dental insurance and 401K match.	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Service Coordination					
EI COORDINATOR #2	Coordinates EI Services for families.	39,528	7,906	100%	\$47,434
EI COORDINATOR #3	Coordinates EI Services for families.	38,916	7,783	100%	\$46,699
EI COORDINATOR #4	Coordinates EI Services for families.	22,570	4,514	100%	\$27,084
EI COORDINATOR #5	Coordinates EI Services for families.	40,934	8,187	100%	\$49,121
EI COORDINATOR #6	Coordinates EI Services for families.	39,359	7,872	100%	\$47,231
EI COORDINATOR #7	Coordinates EI Services for families.	38,332	7,666	100%	\$45,998
EI COORDINATOR #8	Coordinates EI Services for families.	36,776	7,355	100%	\$44,131
EI COORDINATOR #9	Coordinates EI Services for families.	37,601	7,520	100%	\$45,121
EI COORDINATOR #10	Coordinates EI Services for families.	41,140	8,228	100%	\$49,368
EI COORDINATOR #11	Coordinates EI Services for families.	39,547	7,909	100%	\$47,456
EI COORDINATOR #12	Coordinates EI Services for families.	39,159	7,832	100%	\$46,991
EI COORDINATOR #13	Coordinates EI Services for families.	41,473	8,295	100%	\$49,768
EI COORDINATOR #14	Coordinates EI Services for families.	25,865	5,173	100%	\$31,038
EI COORDINATOR #15	Coordinates EI Services for families.	35,956	7,191	100%	\$43,147
EI COORDINATOR #16	Coordinates EI Services for families.	38,014	7,603	100%	\$45,617
EI COORDINATOR #17	Coordinates EI Services for families.	38,618	7,724	100%	\$46,342
EI COORDINATOR #18	Coordinates EI Services for families.	38,618	7,724	100%	\$46,342
EI COORDINATOR #19	Coordinates EI Services for families.	45,189	9,038	100%	\$54,227
EI COORDINATOR #20	Coordinates EI Services for families.	41,140	8,228	100%	\$49,368
EI COORDINATOR #21	Coordinates EI Services for families.	40,474	8,095	100%	\$48,569
EI COORDINATOR #22	Coordinates EI Services for families.	39,142	7,828	100%	\$46,970
EI COORDINATOR #23	Coordinates EI Services for families.	39,650	7,930	100%	\$47,580
EI COORDINATOR #24	Coordinates EI Services for families.	39,650	7,930	100%	\$47,580
EI COORDINATOR #25	Coordinates EI Services for families.	40,837	8,167	100%	\$49,004
EI COORDINATOR #26	Coordinates EI Services for families.	41,530	8,306	100%	\$49,836
EI COORDINATOR #27	Coordinates EI Services for families.	40,332	8,066	100%	\$48,398
EI COORDINATOR #28	Coordinates EI Services for families.	36,082	7,216	100%	\$43,298
EI COORDINATOR #29	Coordinates EI Services for families.	43,305	8,661	100%	\$51,966
EI COORDINATOR #30	Coordinates EI Services for families.	42,208	8,442	100%	\$50,650
EI COORDINATOR #31	Coordinates EI Services for families.	39,336	7,867	100%	\$47,203
EI COORDINATOR #32	Coordinates EI Services for families.	39,359	7,872	100%	\$47,231
EI COORDINATOR #33	Coordinates EI Services for families.	39,872	7,974	100%	\$47,846
EI COORDINATOR #34	Coordinates EI Services for families.	41,140	8,228	100%	\$49,368
EI COORDINATOR #35	Coordinates EI Services for families.	39,771	7,954	100%	\$47,725
EI COORDINATOR #36	Coordinates EI Services for families.	41,280	8,256	100%	\$49,536
EI COORDINATOR #37	Coordinates EI Services for families.	39,359	7,872	100%	\$47,231
EI COORDINATOR #38	Coordinates EI Services for families.	42,549	8,510	100%	\$51,059
EI COORDINATOR - TRUST #1	Coordinates EI Services for families.	49,388	9,878	100%	\$59,266
EI COORDINATOR - TRUST #2	Coordinates EI Services for families.	48,154	9,631	100%	\$57,785
EI COORDINATOR - TRUST #3	Coordinates EI Services for families.	49,988	9,998	100%	\$59,986
PROGRAM ADMINISTRATOR #1	Performs Administrative Support functions.	39,526	7,905	100%	\$47,431
PROGRAM ADMINISTRATOR #2	Coordinates EI Services for families.	50,509	10,102	100%	\$60,611
PROGRAM ADMINISTRATOR #3	Coordinates EI Services for families.	45,005	9,001	100%	\$54,006
PROGRAM MANAGER ASSISTANT	Coordinates EI Services for families.	44,496	8,899	100%	\$53,395
Sub-Total Service Coordination (including fringe benefits)					\$3,796,019
Revenue Offset - Targeted Case Management (TCM)					\$645,323
Revenue Offset - Early Intervention Services Trust (EIST)					\$177,035
Revenue Offset - Public Insurance					\$0
Revenue Offset - Other Funding Sources					\$0
Total CDHS Funding (EI)					\$2,973,661
Personnel Services - Salaried Employees					FY 2022
Position Title	Description of Work and Fringe includes: Health, life and dental insurance and 401K match.	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Direct Services					
DIRECTOR OF EARLY CHILDHOOD	Early Intervention has one director, dedicated to this program, with 50% of their time spent on Service Coordination and 50% of their time spent on Direct Services. This position is specific to Early Intervention and not the whole agency. Provides administration for the EI Dept., supervises 2 Associate Directors.	96,673	19,335	50%	\$ 58,004
ASSOCIATE DIRECTOR #2	Supervises Program managers.	71,402	14,280	50%	\$ 42,841
ASSOCIATE DIRECTOR #3	Supervises 5 Program managers.	74,523	14,905	100%	\$ 89,428
PROGRAM MANAGER - BILLING	Oversees the EI Dept. provider billing process.	67,895	13,579	100%	\$ 81,474
BEHAVIOR ANALYST	Performs Behavioral Intervention functions.	71,082	14,216	100%	\$ 85,298
DIRECT SERVICE PROVIDER #1	Provides EI Direct Therapy Services.	78,275	15,655	100%	\$ 93,930
DIRECT SERVICE PROVIDER #2	Provides EI Direct Therapy Services.	69,184	13,837	100%	\$ 83,021
DIRECT SERVICE PROVIDER #3	Provides EI Direct Therapy Services.	65,452	13,090	100%	\$ 78,542

Personnel Services - Salaried Employees					FY 2022
Position Title	Description of Work and Fringe includes: Health, life and dental insurance and 401K match.	Gross or Annual Salary	Fringe	Percent of Time on Project	Total From All Funding Sources
Direct Services					
DIRECT SERVICE PROVIDER #4	Provides EI Direct Therapy Services.	64,597	12,919	100%	\$ 77,516
DIRECT SERVICE PROVIDER #5	Provides EI Direct Therapy Services.	68,595	13,719	100%	\$ 82,314
DIRECT SERVICE PROVIDER #6	Provides EI Direct Therapy Services.	73,049	14,610	100%	\$ 87,659
DIRECT SERVICE PROVIDER #7	Provides EI Direct Therapy Services.	38,289	7,658	100%	\$ 45,947
DIRECT SERVICE PROVIDER #8	Provides EI Direct Therapy Services.	53,270	10,654	100%	\$ 63,924
DIRECT SERVICE PROVIDER #9	Provides EI Direct Therapy Services.	45,507	9,101	100%	\$ 54,608
DIRECT SERVICE PROVIDER #10	Provides EI Direct Therapy Services.	72,394	14,479	100%	\$ 86,873
DIRECT SERVICE PROVIDER #11	Provides EI Direct Therapy Services.	37,491	7,498	100%	\$ 44,989
DIRECT SERVICE PROVIDER #12	Provides EI Direct Therapy Services.	66,193	13,239	100%	\$ 79,432
DIRECT SERVICE PROVIDER #13	Provides EI Direct Therapy Services.	63,125	12,625	100%	\$ 75,750
DIRECT SERVICE PROVIDER #14	Provides EI Direct Therapy Services.	60,166	12,033	100%	\$ 72,199
DIRECT SERVICE PROVIDER #15	Provides EI Direct Therapy Services.	49,430	9,886	100%	\$ 59,316
Sub-Total Direct Services (including fringe benefits)					\$1,443,065
Revenue Offset - Targeted Case Management (TCM)					\$0
Revenue Offset - Early Intervention Services Trust (EIST)					\$91,539
Revenue Offset - Public Insurance					\$7,800
Revenue Offset - Other Funding Sources					\$0
Total CDHS Funding (EI)					\$1,343,726
Personnel Services Funding Summary					
Total Personnel Services (including fringe benefits)					\$5,239,084
Revenue Offset - Targeted Case Management (TCM)					\$645,323
Revenue Offset - Early Intervention Services Trust (EIST)					\$268,574
Revenue Offset - Public Insurance					\$7,800
Revenue Offset - Other Funding Sources					\$0
Total CDHS Funding (EI)					\$4,317,387
Contractors/Consultants (payments to third parties or entities)					FY 2022
Item	Description of Item				Total CDHS Funding (EI)
	No costs shall be reimbursed by CDHS for this category.				\$0
Total Contractors/Consultants					\$0
Travel					FY 2022
Item	Description of Item				Total CDHS Funding (EI)
Administration					
	No costs shall be reimbursed by CDHS for this category.				\$0
Service Coordination					
Mileage	Mileage costs for off site meetings or training associated with the EI program not to exceed the Federal mileage rate at https://www.gsa.gov/travel-resources . * Any out of state travel costs must be pre-approved by CDHS				\$51,360
Direct Services					
Mileage	Mileage costs for off site meetings or training associated with the EI program not to exceed the Federal mileage rate at https://www.gsa.gov/travel-resources . * Any out of state travel costs must be pre-approved by CDHS				\$31,600
Total Travel					\$82,960
Supplies & Operating Expenses					FY 2022
Name	Description of Item				Total CDHS Funding (EI)
Administration					
	No costs shall be reimbursed by CDHS for this category.				\$0
Service Coordination					
Staff Development and Training	Staff development and training consists of required training and professional development classes, meals and meeting space for staff meetings. A small portion of the budget is for reasonable costs associated with staff morale and recognition, related to health and employee relations. For our organization, we budget \$5 per month per employee for items such as team building, birthday celebrations and snacks/refreshments at meetings.				\$13,440
Depreciation	Depreciation is allocated by occupancy square footage for each program/department for the Inverness building.				\$65,369
Insurance	Insurance includes property coverage for our Inverness building and are allocated by occupancy square footage for each program/department.				\$1,821
Utilities	Utilities (gas, electric, water, sewer) for the Inverness building. Utilities are allocated by occupancy square footage for each program/department.				\$9,532
Janitorial	Janitorial includes cleaning of building and office space, trash, grounds keeping, snow removal and pest control				\$13,431
Rent / External Lease	Rent/External Lease for Jewell building location (based on square footage)				\$58,582
Building Maintenance and Repairs	Maintenance and Repairs are general repairs of the Inverness building. If there is a repair or maintenance expense directly associated with a department it is specifically identified and charged accordingly. General repairs to the Inverness building are allocated by occupancy square footage for each program/department.				\$31,013
Postage	Postage				\$2,700
Common Shared Supplies	Common Shared Supplies (copy paper, pencils, pens, highlighters, folders and other commonly purchased				\$4,524
External Printing Services	External Printing Services				\$1,100
Telephone and Cell Phone	Telephone (desk phones, internet connection). There are 65 employees in the Service Coordination department with cellular service and wireless network data plans, which is required to be a mobile workforce. This equates to \$82.25 per month per employee.				\$64,153
Equipment Lease	Equipment Lease (copiers)				\$9,000

Supplies & Operating Expenses		FY 2022
Name	Description of Item	Total CDHS Funding (EI)
Service Coordination		
Equipment and Furniture	Equipment and Furniture , not Capitalized	\$1,400
Computer Maintenance	Computer maintenance and IT support	\$11,600
Computer Equipment	Computer equipment, not capitalized (monitors, mouse, keyboards); these are based on actuals, are purchased as necessary.	\$12,800
Direct Services		
Staff Development and Training	Staff development and training consists of required training and professional development classes, meals and meeting space for staff meetings. A small portion of the budget is for reasonable costs associated with staff morale and recognition, related to health and employee relations. For our organization, we budget \$5 per month per employee for items such as team building, birthday celebrations and snacks/refreshments at meetings.	\$10,550
Depreciation	Depreciation is allocated by occupancy square footage for each program/department for the Inverness building.	\$27,213
Insurance	Insurance includes property coverage for our Inverness building and are allocated by occupancy square footage for each program/department.	\$3,780
Utilities	Utilities (gas, electric, water, sewer) for the Inverness and Mississippi buildings. Utilities are allocated by occupancy square footage for each program/department.	\$5,800
Janitorial	Janitorial includes cleaning of building and office space, trash, grounds keeping, snow removal and pest control	\$7,300
Building Maintenance and Repairs	Maintenance and Repairs are general repairs of the Inverness and Mississippi buildings. If there is a repair or maintenance expense directly associated with a department it is specifically identified and charged accordingly. General repairs to the Inverness and Mississippi buildings are allocated by occupancy square footage for each	\$12,672
Postage	Postage	\$2,100
Common Shared Supplies	Common Shared Supplies (copy paper, pencils, pens, highlighters, folders and other commonly purchased	\$3,300
External Printing Services	External Printing Services	\$1,300
Telephone and Cell Phone	Telephone (desk phones, internet connection). There are 20 employees in the Direct Service department with cellular service. This equates to \$62.50 per month per employee.	\$15,000
Equipment Lease	Equipment Lease (copiers)	\$5,200
Equipment and Furniture	Equipment and Furniture , not Capitalized	\$600
Computer Maintenance	Computer maintenance and IT support	\$31,200
Computer Equipment	Computer equipment, not capitalized (monitors, mouse, keyboards); these are based on actuals, are purchased as necessary.	\$3,800
Total Supplies & Operating		\$430,280
Total Direct Costs Funding Summary		
TOTAL DIRECT COSTS		\$5,752,324
Revenue Offset - Targeted Case Management (TCM)		\$645,323
Revenue Offset - Early Intervention Services Trust (EIST)		\$268,574
Revenue Offset - Public Insurance		\$7,800
Revenue Offset - Other Funding Sources		\$0
Total CDHS Funding (EI)		\$4,830,627
Modified Total Direct Costs Funding Summary		
MODIFIED TOTAL DIRECT COSTS (MTDC)		\$5,693,742
Uniform Guidance § 200.68 - MTDC means all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, and up to the first \$25,000 of each subaward. MTDC excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, participant support costs and the portion of each subaward in excess of \$25,000.		
RENT REMOVED		
Revenue Offset - Targeted Case Management (TCM)		\$645,323
Revenue Offset - Early Intervention Services Trust (EIST)		\$268,574
Revenue Offset - Public Insurance		\$7,800
Revenue Offset - Other Funding Sources		\$0
Total CDHS Funding (EI)		\$4,772,045
Indirect Costs		FY 2022
[not to exceed 10% unless Negotiated Federal Indirect Cost rate or Negotiated State Indirect Cost rate is attached]		
Item	Description of Item	Total CDHS Funding (EI)
Indirect Rate	10% de minimis rate elected by the agency for reimbursement	\$477,205
Total Indirect		\$477,205
Total Contract Funding Summary		
TOTAL		\$6,229,529
Revenue Offset - Targeted Case Management (TCM)		\$645,323
Revenue Offset - Early Intervention Services Trust (EIST)		\$268,574
Revenue Offset - Public Insurance		\$7,800
Revenue Offset - Other Funding Sources		\$0
Total CDHS Funding (EI)		\$5,307,832

*Figures are rounded using basic accounting standards. (0.00-0.49 = 0; 0.50-0.99 = 1.0)

ADDITIONAL PROVISIONS

1. SERVICE PROVISIONS

The Contractor shall provide the services according to the plans submitted in the “Statement of Work”, attached and incorporated herein by this reference as **EXHIBIT A**. In all cases, the descriptions, plans, timetables, tasks, duties, and responsibilities of the Contractor as described in the Statement of Work, shall be adhered to in the performance of the requirements of this contract. In the event of a conflict, the terms and conditions of this contract shall control over the Statement of Work. Any significant changes to the Statement of Work (SOW) require an amendment to the contract.

2. GOALS AND OBJECTIVES

The Contractor shall be responsible for the achievement of any goals and objectives as specified within the Statement of Work (**EXHIBIT A**) of this contract unless written notice of any modifications are furnished by the State to the Contractor allowing adequate time for compliance during the term of this contract.

3. COPY OF SUBCONTRACT

The Contractor shall provide to the State a copy of any executed subcontract between the Contractor and any provider of services to fulfill any requirements of this contract. Subcontracts shall be emailed to the Contract Representative upon execution.

4. PAYMENT

In consideration of the provision of services and reporting and subject to all payment and price provisions and further subject to verification by the State of full and satisfactory compliance with the terms of this contract, the State shall pay to the Contractor an amount not to exceed the amount specified in the Budget (**EXHIBIT B**), of this contract.

- A. The Contractor shall submit requests for payment to CDHS_OEC_Invoicing@state.co.us no less than monthly on forms prescribed and provided by the State.
- B. Payment shall be made on a cost reimbursement basis for services rendered.
- C. It is understood any vacancy savings in the personnel category and/or any savings in any other category shall require written approval from the State prior to any redistribution of any savings by the Contractor. ANY COST SAVINGS THAT ARE REDISTRIBUTED BY CONTRACTOR WITHOUT WRITTEN APPROVAL SHALL NOT BE REIMBURSED BY THE STATE.
- D. IT IS UNDERSTOOD ANY COSTS THAT EXCEED THE CONTRACTED AMOUNT SHALL NOT BE PAID BY CDHS. If Contractor has a legitimate need for additional funds, the Contractor shall request additional funds from the CDHS 60 days prior to projected depletion of contracted funds. CDHS shall review each request and notify Contractor in writing of approval or denial. Approval of additional funds shall require an official modification to the Contract by Amendment or Option Letter.
- E. Timely Invoicing - Invoices shall be submitted no later than 30 days following the last day of the month. End of State Fiscal Year invoices are on a compressed timeframe. Invoices for all services provided prior to June 30th shall be invoiced by July 5th. Contractors who are unable to provide the invoice by July 5th shall notify the state of the amount to be booked as accounts payable by July 13th by sending an email to CDHS_OEC_Invoicing@state.co.us. Final invoices for services prior to June 30th shall be submitted by September 14th. Invoices received after September 14th may not be paid.

- F.** The Contractor shall maintain source documentation to support all payment requested pursuant to this contract. All source documentation shall be provided to the State by the Contractor upon request.
- G.** It is understood that the State reserves the right to offset funds pursuant to this contract based on the discovery of overpayment or improper use of funds by the Contractor. Overpayment or improper use of funds is interpreted to apply to specific terms of prior year contracts, and includes without limitation requirements of the Generally Accepted Accounting Principles (GAAP) issued by the American Institute of Certified Public Accountants, and applicable sections of the Colorado Revised Statutes.
- H.** At no time will CDHS have the expectation that services be delivered without reimbursement.
- I.** All services shall be billed to the appropriate funding sources, including Medicaid. If a hard denial is received, CDHS will be the payer of last resort.
- J.** The State shall review monthly invoices throughout the fiscal year. If, after a number of months, the State determines the Contractor is not needing/using the funding allocated for the Contractor's work in the Contract, the State shall remove these funds from the contract budget by Option Letter for a proportional reduction of services with prior written notification to the Contractor.

5. PARTICIPATION

The Contractor representative(s) is required to participate in any Office of Early Childhood sponsored meetings related to this contract.

6. SUPPLANTING

Payments made to the Contractor under this contract will supplement and not supplant other state, local or federal expenditures for services associated with this contract.

7. BUDGET CHANGES

Contractor may request in writing adjustments to the direct costs in the current year budget (**EXHIBIT B**) not to exceed 10% of the total budget. Requests shall be made in the form of a written budget revision request to the appropriate program staff. Written approval for the budget revision shall be required prior to any changes to the budget related to the budget revision request. The total dollar amount of the contract budget cannot be changed as a result of the budget revision request. Budget adjustment requests over 10%, adding new expense lines, and/or changes to the total dollar amount of the budget require a formal amendment. No adjustments to the Indirect Costs portion of the budget are allowable without a formal amendment.

Contractor may request in writing up to a 5% increase to the "Gross or Annual Salary" of an individual employee if a position currently listed in the contract becomes vacant and the new incoming employee will be hired at a higher or lower salary. No increase within the salary range is authorized without prior written approval from CDHS. Adding additional staff requires an amendment to the contract. Vacancy savings cannot be used to change salary amounts for existing personnel without an amendment. Any change to personnel requires prior written approval from CDHS staff. This process will never change the Contract Maximum Amount. Contractor must use available unused funds from either vacancy savings or another category within the contract. The revision request may not at any time compromise the integrity of the funded program as determined by CDHS program staff.

8. TRAVEL

- A. Mileage shall not exceed the Federal mileage rate per <https://www.gsa.gov/travel-resources>.
- B. Per Diem shall not exceed Federal GSA per diem rates for the area of travel per <https://www.gsa.gov/travel-resources>.
- C. Hotel rates cannot exceed any rate established for conference attendance.
- D. Usage of airfare or Out of State Travel requires pre-approval from CDHS.

9. SUBRECIPIENT

Contractors determined to be a Sub-recipient of federal funds shall complete the sub-recipient performance report and assessment survey at: <https://forms.gle/QTXGEabvipymdsfd8> upon contract execution. Failure to complete the performance report and assessment survey shall delay payment to the Contractor.

10. CRITICAL INCIDENT REPORTING

Within 48 hours of the occurrence of a critical incident involving any child or family and/or an on duty agency staff member of any family support program staff funded through the Office of Early Childhood (OEC), the agency must report in writing the details of the critical incident to the OEC Program Manager for the involved family support program. Critical incidents may include, but are not limited to, awareness of an egregious incident of abuse and/or neglect, near fatality, or fatality of any child currently enrolled in a family support program; involuntary termination of a program staff's employment; criminal allegations involving program staff and related to his/her employment; negative media attention about the family support program; any major injury or threat to the security of an agency staff member while on duty and visiting an enrolled child or family.

11. MANDATED REPORTING

- A. All program staff are required by law to report suspected child abuse and neglect. Mandatory reporters must report suspected child abuse and neglect to the local county child welfare agency, the local law enforcement agency, or by calling the child abuse reporting hotline system at 1-844-CO-4KIDS (1-844-264-5437).
- B. All program staff are required to take the online mandatory reporter training on the CDHS Child Welfare Training System: <https://www.coloradocwts.com/mandated-reporter-training>.

12. EARLY INTERVENTION DIRECT SERVICES GENERAL ACCOUNTING ENCUMBRANCE (GAE)

Payment for Early Intervention Direct Services to all contractors will be made as incurred, in whole or in part, from the total available funds to be utilized for Direct Services that includes:

- Assistive Technology services;
- Audiology Services;
- Developmental Intervention Services;
- Health Services;
- Medical Services;
- Nursing Services;
- Nutrition Services;
- Occupational Therapy Services;
- Physical Therapy Services;
- Psychological Services;
- Service Coordination;
- Sign Language and Cued Language Services;
- Social Emotional Services;
- Speech Language Pathology Services;
- Transportation Services;
- Vision Services;
- Evaluations;
- Co-pays;
- No-shows;
- Provider travel;
- Interpreter Services;
- IFSP meetings;
- Salaries and benefits for Direct Services
- Salaries and benefits for Service Coordination;
- Teaming;
- Assessments;
- Telehealth

These funds support early intervention services to eligible infants, toddlers, and their families which are provided in accordance with Section 27-10.5-701, C.R.S.; federal regulations, 34 C.F.R., Part 303, Early Intervention Program for Infants and Toddlers with Disabilities; and Rules and Regulations 12 CCR 2509-10, Sections 7.900-7.994.

- A. Please refer to Page 1 for the amount available under the GAE for the current fiscal year.
- B. Payment to Contractor is made from available funds encumbered and shared across multiple contractors. The State may increase or decrease the total funds encumbered at its sole discretion and without formal notice to Contractor. No minimum payment is guaranteed to Contractor. The liability of the State for such payments is limited to the encumbered amount remaining of such funds.
- C. In order to receive reimbursement for any Direct Services, Contractor shall submit a request for anticipated expenses into the data system for pre-approval. The request shall be made and approval received 30 days prior to the delivery of services.
- D. Contractor shall not bill costs related to the Contract Budget (**Exhibit B**) to the GAE.
- E. Invoices shall be submitted separately for pre-approved Early Intervention Direct Services expenditures.
 - i. The Contractor shall submit requests for payment to CDHS_OEC_Invoicing@state.co.us.