

STATE OF MISSOURI



AMERICAN RECOVERY AND REINVESTMENT ACT SUPPLEMENTAL STATEWIDE CENTRAL SERVICE COST ALLOCATION PLAN

ACTUAL 2012

OFFICE OF ADMINISTRATION
DIVISION OF ACCOUNTING

CERTIFICATION FOR THE
STATE OF MISSOURI
AMERICAN RECOVERY AND REINVESTMENT ACT
SUPPLEMENTAL STATEWIDE COST ALLOCATION PLAN
Certification by the Responsible Official

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and belief:

- (1) All costs included in this fiscal year 2012 rate proposal are allowable in accordance with the requirements of OMB Circular A-87, "Cost Principles for State and Local Governments," and the Federal award(s) to which they apply. The costs included in this proposal include fiscal year 2012 costs incurred after the American Recovery and Reinvestment Act (ARRA) was signed.
- (2) All costs included in this proposal are properly allocable to Federal awards on the basis of a causal relationship between the estimated expenses to be incurred and the awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of cost have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental Unit State of Missouri
Signature 
Name of Official Stacy Neal
Title Director, Division of Accounting
Date of Execution March 15, 2013

STATE OF MISSOURI
AMERICAN RECOVERY AND REINVESTMENT ACT
SUPPLEMENTAL STATEWIDE COST ALLOCATION PLAN

Scope of Plan

The Missouri ARRA Supplemental Statewide Cost Allocation Plan is an annual report prepared by the Office of Administration, Division of Accounting. The procedures and guidelines for the preparation of this report are contained in the United States Office of Management and Budget Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments." The plan provides an allocation of actual fiscal year 2012 costs incurred after ARRA was signed.

The cost pools included in this plan are as follows:

- Office of Administration - Rent
- Office of Administration - Fringes
- Office of Administration - Information Technology Services
- Office of Administration - Accounting
- ARRA Specific Employees - Salaries and Wages
- Office of the State Treasurer - Disbursements

For all cost pools included in this plan, only the costs incurred from state funds have been allocated. Federal fund expenditures have not been included in the original total cost for each cost pool. Allocations have been made to state agencies irregardless of their eligibility for reimbursement of central administrative indirect costs.

This plan was prepared by the Office of Administration, Division of Accounting. All inquiries should be directed to Ms. Jessica Opie, Division of Accounting at (573) 751-4761.

STATE OF MISSOURI
CENTRAL SERVICE COST ALLOCATION PLAN
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STATE OF MISSOURI
CENTRAL SERVICE COST ALLOCATION PLAN
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MAXIMUS
Allocated Costs By Department

Grantee Departments	ARRA Rent	Fringes	Information Technology Services	Accounting	Salaries and Wages	Treasurer	Total Allocated
Legislature	0	0	0	0	0	0	0
Judiciary	0	0	0	0	0	0	0
Lt. Governor	0	0	0	0	0	0	0
Secretary of State	0	0	0	0	0	0	0
Office of Administration	0	0	0	0	0	0	0
Agriculture	20	92	0	83	92	44	331
Conservation	8	37	0	33	37	18	133
Economic Development	54	254	0	229	256	121	914
Elementary & Secondary Ed	741	3,411	0	3,071	3,438	1,622	12,283
Higher Ed	0	0	0	0	0	0	0
Health	16	74	0	66	74	35	265
MoDOT	638	2,954	0	2,658	2,976	1,405	10,631
Labor	0	2	0	2	2	1	7
Mental Health	0	0	0	0	0	0	0
Natural Resources	554	2,562	0	2,305	2,581	1,219	9,221
Public Safety	111	517	0	465	521	246	1,860
Revenue	0	0	0	0	0	0	0
Social Services	402	1,861	0	1,674	1,875	885	6,697
Corrections	0	0	0	0	0	0	0
All Other	0	7,490	19,039	0	2,091	0	28,620
SubTotal	2,544	19,254	19,039	10,586	13,943	5,596	70,962
Direct Billed	0	0	0	0	0	0	0
Unallocated	0	0	0	0	0	0	0
Total	2,544	19,254	19,039	10,586	13,943	5,596	70,962

MAXIMUS
Allocated Costs By Department

Grantee Departments	Roll Forward	Cost With Roll Forward	Adjustments	Proposed Costs
Legislature	0	0	0	0
Judiciary	0	0	0	0
Lt. Governor	0	0	0	0
Secretary of State	0	0	0	0
Office of Administration	0	0	0	0
Agriculture	0	331	0	331
Conservation	0	133	0	133
Economic Development	0	914	0	914
Elementary & Secondary Ed	0	12,283	0	12,283
Higher Ed	0	0	0	0
Health	0	265	0	265
MoDOT	0	10,631	0	10,631
Labor	0	7	0	7
Mental Health	0	0	0	0
Natural Resources	0	9,221	0	9,221
Public Safety	0	1,860	0	1,860
Revenue	0	0	0	0
Social Services	0	6,697	0	6,697
Corrections	0	0	0	0
All Other	0	28,620	0	28,620
SubTotal	0	70,962	0	70,962
Direct Billed	0	0	0	0
Unallocated	0	0	0	0
Total	0	70,962	0	70,962

SCHEDULE 1
ARRA 2012

STATE OF MISSOURI

ARRA RENT

NATURE AND EXTENT OF SERVICES

The cost of rental office space is charged to general revenue under the Division of Facilities Management, Design and Construction of the Office of Administration for FY12 for the Capitol Building and the Truman Building. The space charged is for state employees that have been selected to oversee the section 1512 reporting requirements.

These costs are allocated to each department based on original budgeted ARRA appropriations.

MAXIMUS
Schedule .2 - Costs To Be Allocated
For Department ARRA Rent

	1st Allocation	2nd Allocation	Sub-Total	Total
Expenditures Per Financial Statement:	2,650			2,650
Total Allocated Additions:			0	0
Total To Be Allocated:	2,650	0		2,650

MAXIMUS
Schedule .3 - Costs Allocated By Activity
For Department ARRA Rent

	Total	General & Admin	Capitol Building	Truman Building
Other Expense & Cost				
Total Expenditures	2,650	0	553	2,097
Departmental Totals				
Total Expenditures	2,650	0	553	2,097
Deductions				
Total Deductions	0	0	0	0
Functional Cost	2,650	0	553	2,097
Allocation Step 1				
1st Allocation	2,650	0	553	2,097
Allocation Step 2				
2nd Allocation	0	0	0	0
Total For 01 ARRA Rent				
Total Allocated	2,650	0	553	2,097

MAXIMUS
Schedule .4 - Detail Activity Allocations
For Department ARRA Rent

Activity - Capitol Building

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
Information Technology Services	20,050,206	4.0212	22		22		22
Agriculture	3,734,508	0.7490	4		4		4
Conservation	1,500,000	0.3008	2		2		2
Economic Development	10,331,498	2.0720	11		11		11
Elementary & Secondary Ed	138,782,382	27.8335	155		155		155
Health	2,996,940	0.6011	3		3		3
MoDOT	120,172,000	24.1012	133		133		133
Labor	100,000	0.0201					
Natural Resources	104,217,030	20.9013	116		116		116
Public Safety	21,041,904	4.2201	23		23		23
Social Services	75,688,307	15.1797	84		84		84
SubTotal	498,614,775	100.0000	553		553		553
Total	498,614,775	100.0000	553		553		553

Allocation Basis: Index of Appropriations

Allocation Source: Index

MAXIMUS
Schedule .4 - Detail Activity Allocations
For Department ARRA Rent

Activity - Truman Building

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
Information Technology Services	20,050,206	4.0212	84		84		84
Agriculture	3,734,508	0.7490	16		16		16
Conservation	1,500,000	0.3008	6		6		6
Economic Development	10,331,498	2.0720	43		43		43
Elementary & Secondary Ed	138,782,382	27.8335	586		586		586
Health	2,996,940	0.6011	13		13		13
MoDOT	120,172,000	24.1012	505		505		505
Labor	100,000	0.0201					
Natural Resources	104,217,030	20.9013	438		438		438
Public Safety	21,041,904	4.2201	88		88		88
Social Services	75,688,307	15.1797	318		318		318
SubTotal	498,614,775	100.0000	2,097		2,097		2,097
Total	498,614,775	100.0000	2,097		2,097		2,097

Allocation Basis: Index of Appropriations

Allocation Source: Index

MAXIMUS
Schedule .5 - Allocation Summary
For Department ARRA Rent

Receiving Department	Total	Capitol Building	Truman Building
Information Technology	106	22	84
Agriculture	20	4	16
Conservation	8	2	6
Economic Development	54	11	43
Elementary & Secondary Ed	741	155	586
Health	16	3	13
MoDOT	638	133	505
Natural Resources	554	116	438
Public Safety	111	23	88
Social Services	402	84	318
Direct Billed	0	0	0
Total	2,650	553	2,097

SCHEDULE 2
ARRA 2012

STATE OF MISSOURI

FRINGES

NATURE AND EXTENT OF SERVICES

The costs of State Contributions for personnel that are performing ARRA related activities to the Employee Retirement System including contributions to the Group Health Insurance Fund, the Employee Deferred Compensation Plan, and the Social Security System are charged to a central service account under the Office of Administration.

These costs are allocated to each department based on original budgeted ARRA appropriations. Section II costs are disallowed and allocated to "All Other."

MAXIMUS
Schedule .2 - Costs To Be Allocated
For Department Fringes

	1st Allocation	2nd Allocation	Sub-Total	Total
Expenditures Per Financial Statement:	19,747			19,747
Total Allocated Additions:			0	0
Total To Be Allocated:	19,747	0		19,747

MAXIMUS
Schedule .3 - Costs Allocated By Activity
For Department Fringes

	Total	General & Admin	Fringes	Section II
Other Expense & Cost				
Fringes	12,257	0	12,257	0
Section II	7,490	0	0	7,490
Departmental Totals				
Total Expenditures	19,747	0	12,257	7,490
Deductions				
Total Deductions	0	0	0	0
Functional Cost	19,747	0	12,257	7,490
Allocation Step 1				
1st Allocation	19,747	0	12,257	7,490
Allocation Step 2				
2nd Allocation	0	0	0	0
Total For 03 Fringes				
Total Allocated	19,747	0	12,257	7,490

MAXIMUS
Schedule .4 - Detail Activity Allocations
For Department Fringes

Activity - Fringes

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
Information Technology Services	20,050,206	4.0212	493		493		493
Agriculture	3,734,508	0.7490	92		92		92
Conservation	1,500,000	0.3008	37		37		37
Economic Development	10,331,498	2.0720	254		254		254
Elementary & Secondary Ed	138,782,382	27.8335	3,411		3,411		3,411
Health	2,996,940	0.6011	74		74		74
MoDOT	120,172,000	24.1012	2,954		2,954		2,954
Labor	100,000	0.0201	2		2		2
Natural Resources	104,217,030	20.9013	2,562		2,562		2,562
Public Safety	21,041,904	4.2201	517		517		517
Social Services	75,688,307	15.1797	1,861		1,861		1,861
SubTotal	498,614,775	100.0000	12,257		12,257		12,257
Total	498,614,775	100.0000	12,257		12,257		12,257

Allocation Basis: Index of Appropriations

Allocation Source: Index

**Schedule .4 - Detail Activity Allocations
For Department Fringes**

Activity - Section II

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
All Other	100	100.0000	7,490		7,490		7,490
SubTotal	100	100.0000	7,490		7,490		7,490
Total	100	100.0000	7,490		7,490		7,490

Allocation Basis: Disallowed Portion

Allocation Source: Dissallowed Portion

MAXIMUS
Schedule .5 - Allocation Summary
For Department Fringes

Receiving Department	Total	Fringes	Section II
Information Technology	493	493	0
Agriculture	92	92	0
Conservation	37	37	0
Economic Development	254	254	0
Elementary & Secondary Ed	3,411	3,411	0
Health	74	74	0
MoDOT	2,954	2,954	0
Labor	2	2	0
Natural Resources	2,562	2,562	0
Public Safety	517	517	0
Social Services	1,861	1,861	0
All Other	7,490	0	7,490
Direct Billed	0	0	0
Total	19,747	12,257	7,490

STATE OF MISSOURI
INFORMATION TECHNOLOGY SERVICES
NATURE AND EXTENT OF SERVICES

The Information Technology Services Division is responsible for providing computing services, network services, and communication services to state agencies.

The costs of time spent for oversight, for data collection requirements, and transparency requirements of ARRA.

These expenses are included in the Section II cost pool and are disallowed and allocated to "All Other".

MAXIMUS

**Schedule .2 - Costs To Be Allocated
For Department Information Technology Services**

	1st Allocation	2nd Allocation	Sub-Total	Total
Expenditures Per Financial Statement:	17,266			17,266
ARRA Rent	106		106	
Fringes	493		493	
Accounting		443	443	
Salaries and Wages		497	497	
Treasurer		234	234	
Total Allocated Additions:	599	1,174	1,773	1,773
Total To Be Allocated:	17,865	1,174		19,039

MAXIMUS

Schedule .3 - Costs Allocated By Activity
For Department Information Technology Services

	Total	General & Admin	Section II
Other Expense & Cost			
Section II	17,266	0	17,266
Departmental Totals			
Total Expenditures	17,266	0	17,266
Deductions			
Total Deductions	0	0	0
Functional Cost	17,266	0	17,266
Allocation Step 1			
Inbound- All Others	599	599	0
Reallocate Admin Costs		(599)	599
1st Allocation	17,865	0	17,865
Allocation Step 2			
Inbound- All Others	1,174	1,174	0
Reallocate Admin Costs		(1,174)	1,174
2nd Allocation	1,174	0	1,174
Total For 05 Information Technology Services			
Total Allocated	19,039	0	19,039

Schedule .4 - Detail Activity Allocations
For Department Information Technology Services

Activity - Section II

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
All Other	100	100.0000	17,865		17,865	1,174	19,039
SubTotal	100	100.0000	17,865		17,865	1,174	19,039
Total	100	100.0000	17,865		17,865	1,174	19,039

Allocation Basis: Disallowed Portion

Allocation Source: Dissallowed Portion

Schedule .5 - Allocation Summary
For Department Information Technology Services

Receiving Department	Total	Section II
All Other	19,039	19,039
Direct Billed	0	0
Total	<u>19,039</u>	<u>19,039</u>

STATE OF MISSOURI

ACCOUNTING

NATURE AND EXTENT OF SERVICES

The Division of Accounting is responsible for payroll and accounting services for all State agencies.

The costs of time spent on reporting requirements of ARRA funding allocated based on original budgeted ARRA appropriations.

**Schedule .2 - Costs To Be Allocated
For Department Accounting**

	1st Allocation	2nd Allocation	Sub-Total	Total
Expenditures Per Financial Statement:	11,029			11,029
Total Allocated Additions:			0	0
Total To Be Allocated:	11,029	0		11,029

MAXIMUS
Schedule .3 - Costs Allocated By Activity
For Department Accounting

	Total	General & Admin	Accounting
Wages & Benefits			
Salaries and Wages	11,029	0	11,029
Departmental Totals			
Total Expenditures	11,029	0	11,029
Deductions			
Total Deductions	0	0	0
Functional Cost	11,029	0	11,029
Allocation Step 1			
1st Allocation	11,029	0	11,029
Allocation Step 2			
2nd Allocation	0	0	0
Total For 06 Accounting			
Total Allocated	11,029	0	11,029

**Schedule .4 - Detail Activity Allocations
For Department Accounting**

Activity - Accounting

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
Information Technology Services	20,050,206	4.0212	443		443		443
Agriculture	3,734,508	0.7490	83		83		83
Conservation	1,500,000	0.3008	33		33		33
Economic Development	10,331,498	2.0720	229		229		229
Elementary & Secondary Ed	138,782,382	27.8335	3,071		3,071		3,071
Health	2,996,940	0.6011	66		66		66
MoDOT	120,172,000	24.1012	2,658		2,658		2,658
Labor	100,000	0.0201	2		2		2
Natural Resources	104,217,030	20.9013	2,305		2,305		2,305
Public Safety	21,041,904	4.2201	465		465		465
Social Services	75,688,307	15.1797	1,674		1,674		1,674
SubTotal	498,614,775	100.0000	11,029		11,029		11,029
Total	498,614,775	100.0000	11,029		11,029		11,029

Allocation Basis: Index of Appropriations

Allocation Source: Index

MAXIMUS
Schedule .5 - Allocation Summary
For Department Accounting

Receiving Department	Total	Accounting
Information Technology	443	443
Agriculture	83	83
Conservation	33	33
Economic Development	229	229
Elementary & Secondary Ed	3,071	3,071
Health	66	66
MoDOT	2,658	2,658
Labor	2	2
Natural Resources	2,305	2,305
Public Safety	465	465
Social Services	1,674	1,674
Direct Billed	0	0
Total	11,029	11,029

STATE OF MISSOURI
SALARIES AND WAGES
NATURE AND EXTENT OF SERVICES

Salary and wage costs for state employees that are performing ARRA related functions. These employees have been selected to provide statewide oversight for reporting and compliance with the Act.

These costs are allocated to each department based on original budgeted ARRA appropriations. Section II costs are disallowed and allocated to "All Other."

MAXIMUS
Schedule .2 - Costs To Be Allocated
For Department Salaries and Wages

	1st Allocation	2nd Allocation	Sub-Total	Total
Expenditures Per Financial Statement:	14,440			14,440
Total Allocated Additions:			0	0
Total To Be Allocated:	14,440	0		14,440



MAXIMUS
Schedule .3 - Costs Allocated By Activity
For Department Salaries and Wages

	Total	General & Admin	ARRA Coord Asst	Section II
Wages & Benefits				
Salaries and Wages	12,349	0	12,349	0
Other Expense & Cost				
Section II	2,091	0	0	2,091
Departmental Totals				
Total Expenditures	14,440	0	12,349	2,091
Deductions				
Total Deductions	0	0	0	0
Functional Cost	14,440	0	12,349	2,091
Allocation Step 1				
1st Allocation	14,440	0	12,349	2,091
Allocation Step 2				
2nd Allocation	0	0	0	0
Total For 07 Salaries and Wages				
Total Allocated	14,440	0	12,349	2,091

MAXIMUS

**Schedule .4 - Detail Activity Allocations
For Department Salaries and Wages**

Activity - ARRA Coord Asst

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
Information Technology Services	20,050,206	4.0212	497		497		497
Agriculture	3,734,508	0.7490	92		92		92
Conservation	1,500,000	0.3008	37		37		37
Economic Development	10,331,498	2.0720	256		256		256
Elementary & Secondary Ed	138,782,382	27.8335	3,438		3,438		3,438
Health	2,996,940	0.6011	74		74		74
MoDOT	120,172,000	24.1012	2,976		2,976		2,976
Labor	100,000	0.0201	2		2		2
Natural Resources	104,217,030	20.9013	2,581		2,581		2,581
Public Safety	21,041,904	4.2201	521		521		521
Social Services	75,688,307	15.1797	1,875		1,875		1,875
SubTotal	498,614,775	100.0000	12,349		12,349		12,349
Total	498,614,775	100.0000	12,349		12,349		12,349

Allocation Basis: Index of Appropriations

Allocation Source: Index

**Schedule .4 - Detail Activity Allocations
For Department Salaries and Wages**

Activity - Section II

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
All Other	100	100.0000	2,091		2,091		2,091
SubTotal	100	100.0000	2,091		2,091		2,091
Total	100	100.0000	2,091		2,091		2,091

Allocation Basis: Disallowed Portion

Allocation Source: Dissallowed Portion

**Schedule .5 - Allocation Summary
For Department Salaries and Wages**

Receiving Department	Total	ARRA Coord Asst	Section II
Information Technology	497	497	0
Agriculture	92	92	0
Conservation	37	37	0
Economic Development	256	256	0
Elementary & Secondary Ed	3,438	3,438	0
Health	74	74	0
MoDOT	2,976	2,976	0
Labor	2	2	0
Natural Resources	2,581	2,581	0
Public Safety	521	521	0
Social Services	1,875	1,875	0
All Other	2,091	0	2,091
Direct Billed	0	0	0
Total	14,440	12,349	2,091

SCHEDULE 6
ARRA 2012

STATE OF MISSOURI

TREASURER

NATURE AND EXTENT OF SERVICES

The State Treasurer is responsible for disbursement of State funds, reconciliation of bank accounts, redemption of warrants, and related activities.

All ARRA related receipts, disbursements, reconciliation of bank accounts will be managed by this office.

These costs are allocated to each department based on original budgeted ARRA appropriations.

MAXIMUS
Schedule .2 - Costs To Be Allocated
For Department Treasurer

	1st Allocation	2nd Allocation	Sub-Total	Total
Expenditures Per Financial Statement:	5,830			5,830
Total Allocated Additions:			0	0
Total To Be Allocated:	5,830	0		5,830

MAXIMUS
Schedule .3 - Costs Allocated By Activity
For Department Treasurer

	Total	General & Admin	Disbursements
Other Expense & Cost			
Disbursements	5,830	0	5,830
Departmental Totals			
Total Expenditures	5,830	0	5,830
Deductions			
Total Deductions	0	0	0
Functional Cost	5,830	0	5,830
Allocation Step 1			
1st Allocation	5,830	0	5,830
Allocation Step 2			
2nd Allocation	0	0	0
Total For 09 Treasurer			
Total Allocated	5,830	0	5,830

MAXIMUS
Schedule .4 - Detail Activity Allocations
For Department Treasurer

Activity - Disbursements

Receiving Department	Allocation Units	Allocation Percentage	Gross Allocation	Direct Billed	Allocation Step1	Allocation Step2	Total Allocation
Information Technology Services	20,050,206	4.0212	234		234		234
Agriculture	3,734,508	0.7490	44		44		44
Conservation	1,500,000	0.3008	18		18		18
Economic Development	10,331,498	2.0720	121		121		121
Elementary & Secondary Ed	138,782,382	27.8335	1,622		1,622		1,622
Health	2,996,940	0.6011	35		35		35
MoDOT	120,172,000	24.1012	1,405		1,405		1,405
Labor	100,000	0.0201	1		1		1
Natural Resources	104,217,030	20.9013	1,219		1,219		1,219
Public Safety	21,041,904	4.2201	246		246		246
Social Services	75,688,307	15.1797	885		885		885
SubTotal	498,614,775	100.0000	5,830		5,830		5,830
Total	498,614,775	100.0000	5,830		5,830		5,830

Allocation Basis: Index of Appropriations

Allocation Source: Index

MAXIMUS
Schedule .5 - Allocation Summary
For Department Treasurer

Receiving Department	Total	Disbursements
Information Technology	234	234
Agriculture	44	44
Conservation	18	18
Economic Development	121	121
Elementary & Secondary Ed	1,622	1,622
Health	35	35
MoDOT	1,405	1,405
Labor	1	1
Natural Resources	1,219	1,219
Public Safety	246	246
Social Services	885	885
Direct Billed	0	0
Total	5,830	5,830