

2019 Disaster Case Management (DCM) Funding Opportunity DR-4399-FL

RFP Question Submitted via email:

If we staff the project with personnel from a staffing agency, how should we categorize the expense? Should we show it as wages with a footnote that it is from a staffing agency, or put it as contract labor under other expense?

Volunteer Florida Response:

Staffing costs are to be shown in the Provider Level budget detail under Personnel. Include Position Name, Units, Hourly Rate, Duration and Total. The Fringe Benefits for each position should be listed as a percentage rate within the Fringe Benefits Section. The Maximum Fringe Benefits percentage is rate is 29%.

A complete and detailed budget narrative must accompany the budget detail worksheet and include the breakdown of all costs listed by line-item.