

CONTRACT MODIFICATION AGREEMENT

Date: October 7, 2014
Contract Number: CVS-14-057
Modification Number: Two
Issued By: Commonwealth of Virginia
Department of Social Services
Division of Community and Volunteer Services
Office of Newcomer Services
Contractor: Catholic Charities of the Arlington Diocese,
Migration & Refugee Services
Commodity: Refugee Health (RH)
Virginia Refugee School Achievement Program (VRSAP)

This Supplemental Agreement is entered into pursuant to the provision of the basic contract.

Description of Modification:

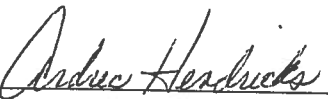
1. Catholic Charities of the Arlington Diocese, Migration & Refugee Services, Refugee Health (RH) budget amount of **\$90,000** will remain the same for FFY 2015.
2. Catholic Charities of the Arlington Diocese, Migration & Refugee Services Virginia Refugee School Achievement Program (VRSAP) budget amount of **\$133,650** has been decreased by **\$980**. The total FFY 2015 contract budget is **\$222,670**.

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full effect.

Catholic Charities of the Arlington
Diocese, Migration & Refugee Services

Virginia Department of Social Services

By: 

By: 

Title: President & CEO

Title: PURCHASING MANAGER

Date: 10/14/14

Date: 12-16-14

CONTRACT PERIOD-FROM 10/01/2014 TO 05/31/2015 CONTRACT NAME: **Catholic Charities, Migration and Refugee Services**

VA-Refugee Health

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BUDGET CATEGORY	JUSTIFICATION	TOTAL DSS REQUEST
	(How costs were determined)	
SALARIES	Based on current pay scale of the CCDA	\$ 69,784.18
EMP. BENEFITS	Based on organizational policies and employer laws	\$ 9,904.45
POSTAGE	Mailing cost: clients, health services for both Arlington and Fredericksburg	\$ 156.60
PRINTING	Printing materials for information and education relating to refugee health	\$ 1,500.00
CONSUMABLE SUPPLIES	Cost of necessary supplies for Arlington and Fredericksburg	\$ 854.77
TRAVEL		\$ -
OTHER (Client fund)	Payments on behalf of clients (emergency purchase of medicine, transportation and other expenses)	\$ 5,000.00
Rent and Utilities	Partial rental payment such as office, copier, Telephone and communication related to the health project	\$ 1,800.00
Other (staff Development)	Staff training, seminars, dues and subscriptions	\$ 1,000.00
TOTAL REQUESTED FROM DSS		\$ 90,000.00

ITEMIZED BUDGET - SALARIES AND EMPLOYMENT BENEFITS VA-RMH
FROM 10/01/2014 TO 5/31/2015 CONTRACTOR NAME: Catholic Charities, Migration and Refugee Serv

STAFF POSITION	SALARIES		% OF TIME ON PROJECT	AMOUNT	
	HOURS PER WEEK	ANNUAL SALARY		REQUESTED FROM DSS	
1. Seyoum Berhe, MRSCCDA Director (Arlington)	40	\$ 80,371.06	3%	\$	2,711.13
2. Derek Maxfield, Associate Director (Arl)	40	\$ 66,671.19	5%	\$	3,333.66
3. Laurel Collins, Associate Director (Fred)	40	\$ 48,347.79	5%	\$	2,417.39
4. Peter Busher, Health Liaison (Arlington)	40	\$ 41,307.81	100%	\$	41,307.81
5. Adrian Ashton, Health Liaison (Fredericksburg)	25	\$ 18,956.32	100%	\$	18,956.32
6. Ann Maire Geraghty, Program Assistant	40	\$ 35,286.52	3%	\$	1,057.97
TOTAL SALARIES REQUESTED FROM DSS					69,784.18

ITEMIZED BUDGET - SALARIES AND EMPLOYEE BENEFITS

SUB-GRANT PERIOD: FROM 10/1/2011 TO 0

Catholic Charities, Migration and Refugee Services

EMPLOYEE BENEFITS		STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
NAME OF BENEFIT					
Seyourn Barthe					
FICA		1	3%	6,913.39	207.40
PENSION/RETIREMENT		1	3%	3,614.84	108.45
HEALTH INSURANCE		1	3%	13,846.75	409.40
WORKER'S COMPENSATION		1	3%	364.28	10.93
UNEMPLOYMENT		1	3%	81.74	2.45
OTHER (life insurance)		1	3%	382.85	11.49
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				25,003.85	760.12
EMPLOYEE BENEFITS					
NAME OF BENEFIT					
Derek Maxfield					
FICA		2	5%	5,100.35	255.02
PENSION/RETIREMENT		2	5%	2,868.85	133.34
HEALTH INSURANCE		2	5%	-	-
WORKER'S COMPENSATION		2	5%	364.28	18.21
UNEMPLOYMENT		2	5%	81.74	4.09
OTHER (Life & disability)		2	5%	382.85	19.14
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				3,112.87	429.80
NAME OF BENEFIT					
Laurel Collins					
FICA		3	5%	3,698.51	184.93
PENSION/RETIREMENT		3	5%	1,833.91	98.70
HEALTH INSURANCE		3	5%	-	-
WORKER'S COMPENSATION		3	5%	364.28	18.21
UNEMPLOYMENT		3	5%	81.74	4.09
OTHER (Life & disability)		3	5%	382.85	19.14
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				2,379.93	323.07

EMPLOYEE BENEFITS

NAME OF BENEFIT	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
Peter Busher				
FICA	4	100%	3,180.05	3,180.05
PENSION/RETIREMENT	4	100%	1,652.31	1,652.31
HEALTH INSURANCE	4	100%	-	-
WORKER'S COMPENSATION	4	100%	364.28	364.28
UNEMPLOYMENT	4	100%	81.74	81.74
OTHER (life insurance)	4	100%	382.85	382.85
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS			5,641.23	5,641.23
EMPLOYEE BENEFITS				
Adrian Ashton				
FICA	5	100%	1,450.16	1,450.16
PENSION/RETIREMENT	5	100%	758.25	758.25
HEALTH INSURANCE	5	100%	-	-
WORKER'S COMPENSATION	5	100%	384.28	384.28
UNEMPLOYMENT	5	100%	81.74	81.74
OTHER (life insurance)	5	100%	-	-
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS			2,654.43	2,654.43
EMPLOYEE BENEFITS				
Ann Marie Geraighy				
FICA	6	3%	2,897.81	80.93
PENSION/RETIREMENT	6	3%	-	-
HEALTH INSURANCE	6	3%	-	-
WORKER'S COMPENSATION	6	3%	364.28	10.93
UNEMPLOYMENT	6	3%	81.74	2.45
OTHER (life insurance)	6	3%	382.85	11.48
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS			3,143.83	105.80

ITEMIZED BUDGET -OTHER PROPOSED EXPENSES **VA-RMH**

FROM 10/01/2014 TO 09/31/2015 **CONTRACTOR NAME: Catholic Charities, Migration and Refugee Services**

LINE ITEM	JUSTIFICATION	PROPOSED DOSS FUNDS
POSTAGE TOTAL	(How costs were determined)	
Administrative		
Program	Mailing cost: between field office and main office, and clients and	\$ 156.60
RENT AND UTILITIES TOTAL		
Telephone	Partial payment for copier, Telephone and communication	\$ 1,800.00
EQUIPMENT TOTAL		
Equipment Purchase		\$ -
Equipment Rental		
PRINTING TOTAL		
Administrative		
Program	Printing information on health services and other important information	\$ 1,500.00
CONSUMABLE SUPPLIES TOTAL		
Office		
Program	All necessary office supplies for all the project in Arlington and Free	\$ 854.77
Other		
Client Fund	Payments on behalf of clients (emergency purchase of medicine,	\$ 5,000.00
Staff Development	Staff training, dues, subscription and and necessary materials for	\$ 1,000.00
TOTAL REQUESTED FROM DSS		\$ 10,311.37

SUB-GRANT PERIOD: FROM 10/01/2014 TO 09/30/2015 SUB GRANT NAME: Catholic Charities, Migration and Refugee Services

BUDGET CATEGORY	JUSTIFICATION	REQUEST
	Virginia Refugee Achievemethn project (VRSAP)	
	(How costs were determined)	TOTAL DSS
SALARIES	Based on Current pay scale of CDAMRS	REQUEST
EMP. BENEFITS	Based on organizational policies and employer laws	
POSTAGE	Mailing cost to schools, service agencies and student/parents	
RENT & UTILITIES	Partial Rent for the Fredericksburg office	
Equipment		
PRINTING	Outreach and information relating to the project	
CONSUMABLE SUPPLIES	Cost of necessary supplies for the project	
TRAVEL	Travel cost related to this project	
OTHER		
Staff Development		
Client Fund		
Total Requested from DSS		

\$132,670.00

STAFF POSITION	HOURS PER WEEK	% OF TIME ON PROJECT	ANNUAL SALARY	FROM DSS AMOUNT REQUESTED
As of the end of 6/30/13				
SALARIES				
Seyoum Berhe, CCDAMRS Director	40	1%	90,371.05	\$ 903,711
Derek maxfield, Associate Director-Arlington	40	1%	66,671.19	\$ 666,711
Laura Collins, Associate Director (Fred)	40	2%	48,347.79	\$ 966,966
Belayneh Loppisso, Resettlement Manager	40	2%	\$44,371.26	\$ 887,433
Benjamin Malecki, Student Liaison	40	90%	36,049.73	\$ 32,444.76
Bianca Nelson, Student Liaison	40	90%	35,629.57	\$ 32,066.61
Megan Dougherty, Student Liaison-Fred	40	100%	35,020.34	\$ 35,020.34
Vacant, Program Assistant (Arlington)	40	2%	35,265.52	\$ 705,311
			\$180,336.00	\$ 103,661.82

ITEMIZED BUDGET - SALARIES AND EMPLOYEE BENEFITS

Job Grant Funding Period 08/14/2011 To 08/18/2011

Sub-Grantee Name

Catholic Charities, Migration & Refugee Services

Seyoum Bahre

EMPLOYEE BENEFITS	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	1	1%	6,913.39	69.13
PENSION/RETIREMENT	1	1%	3,814.84	38.15
HEALTH INSURANCE	1	1%	12,598.00	125.98
WORKERS COMPENSATION	1	1%	394.28	3.94
UNEMPLOYMENT	1	1%	81.74	0.82
OTHER (life insurance)	1	1%	392.85	3.93
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				239.23

Dereck Manfred

EMPLOYEE BENEFITS	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	2	1%	5,100.35	51.00
PENSION/RETIREMENT	2	1%	2,689.85	26.87
HEALTH INSURANCE	2	1%		
WORKERS COMPENSATION	2	1%	384.28	3.84
UNEMPLOYMENT	2	1%	81.74	0.82
OTHER (life insurance)	2	1%	392.85	3.83
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				85.96

Laura Collins

EMPLOYEE BENEFITS	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	3	2%	3,898.81	73.97
PENSION/RETIREMENT	3	2%	1,833.81	38.68
HEALTH INSURANCE	3	2%		
WORKERS COMPENSATION	3	2%	364.28	7.28
UNEMPLOYMENT	3	2%	81.74	1.63
OTHER (life insurance)	3	2%	382.85	7.66
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				129.23

Balrajyoti Loppisso
EMPLOYEE BENEFITS

NAME OF BENEFIT	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	4	2%	3,394.40	67.89
PENSION/RETIREMENT	4	2%	1,774.95	35.50
HEALTH INSURANCE	4	2%		
WORKER'S COMPENSATION	4	2%	364.28	7.29
UNEMPLOYMENT	4	2%	40.20	0.80
OTHER (Life Insurance)	4	2%	102.00	2.04
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				113.51

Benjamin Mabeck
EMPLOYEE BENEFITS

NAME OF BENEFIT	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	6	90%	2,757.80	2,482.02
PENSION/RETIREMENT	6	90%	1,441.99	1,297.79
HEALTH INSURANCE	5	90%	1,996.00	1,797.40
WORKER'S COMPENSATION	5	90%	364.28	327.85
UNEMPLOYMENT	5	90%	40.20	36.18
OTHER (Life Insurance)	6	90%	102.00	91.80
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				6,023.05

Bianca Nelson
EMPLOYEE BENEFITS

NAME OF BENEFIT	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	6	90%	2,729.66	2,453.10
PENSION/RETIREMENT	6	90%	1,425.18	1,292.66
HEALTH INSURANCE	6	90%		
WORKER'S COMPENSATION	6	90%	364.28	327.65
UNEMPLOYMENT	6	90%	40.20	36.18
OTHER (Life Insurance)	6	90%	102.00	91.80
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				4,191.59

Hagan

EMPLOYEE BENEFITS

NAME OF BENEFIT	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	7	100%	2,979.09	2,979.09
PENSION/RETIREMENT	7	100%	1,400.61	1,400.61
HEALTH INSURANCE	7	100%	1,999.00	1,999.00
WORKERS COMPENSATION	7	100%	394.28	394.28
UNEMPLOYMENT	7	100%	40.20	40.20
OTHER (Life Insurance)	7	100%	102.00	102.00
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				6,872.35

Vacant-Administrative Assistant
EMPLOYEE BENEFITS

NAME OF BENEFIT	STAFF POSITION (# ABOVE)	% OR RATE	ANNUAL COST	AMOUNT REQUESTED FROM DSS
FICA	9	2%	2,997.61	59.96
PENSION/RETIREMENT	9	2%	1,410.92	28.21
HEALTH INSURANCE	9	2%	1,410.92	28.21
WORKERS COMPENSATION	9	2%	394.28	7.28
UNEMPLOYMENT	9	2%	40.20	0.90
OTHER (Life Insurance)	9	2%	102.00	2.04
TOTAL EMPLOYEE BENEFITS REQUESTED FROM DSS				120.51

8UB-GRANT PERIOD: FROM 08/1/81 TO 08/1/82012

SUB GRANTEE

CATHOLIC CHARITIES, MIGRATION AND REFUGEE SERVICES

ITEMIZED BUDGET - OTHER PROPOSED EXPENSES

LINE ITEM	JUSTIFICATION <small>(How costs were determined)</small>	PROPOSED DOSS FUNDS
POSTAGE TOTAL		
Administrative		
Program	Mailing cost to schools, parishes/clubs and volunteers	
RENT AND UTILITIES TOTAL		
Administrative	Partial rental payment for the Frederickburg office	\$ 174.54
Program	Partial payment for the Frederickburg office	
Utilities		\$ 3,808.20
Telephone		
EQUIPMENT TOTAL		
Equipment Purchase		
Equipment Rental		
PRINTING TOTAL		
Administrative		
Program	Outreach information and educational materials for VRSAP in NOVA	\$ 150.00
CONSUMABLE SUPPLIES TOTAL		
Office		
Program	Office supplies for VRSAP program	\$ 1,800.00
Travel		
Administrative		
Program	School Liaison travel in Northern VA	\$ 2,000.00
Other		
Client Fund-Student related tutoring and other support services		\$ 3,000.00
Staff Development		\$ 500.00
TOTAL REQUESTED FROM DSS		\$ 11,632.74