

Service Provider:
Catholic Social Service
Non-Profit Organization

FY 2011 Adult Day Care

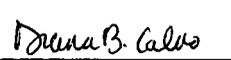
Administered by:
Division of Senior Citizens
Department of Public Health and Social Services

ADULT DAY CARE
2011 Year-To-Date Program Expenditures

In compliance with Public Law 30-196, Chapter XIII, Section 11, the aforementioned is a full disclosure of all expenditures of funds for the Adult Day Care Program for Fiscal Year 2011.


Rodolfo A. Manzana, Chief Accountant
Catholic Social Service


Date


Diana B. Calvo, Executive Director
Catholic Social Service

11/4/2011
Date

No. of Months into Fiscal Year	12
Monthly Average of Expenditures:	\$83,829.69
Total Contract Award (Encumbrance):	\$1,009,223.79
Remaining Balance:	\$3,267.49

	October	November	December	January	February	March	April	May	June	July	August	September	YTD TOTAL	% of Tot	Budget Amount	Available Balance
ADMINISTRATION																
Salaries	4,715.22	3,686.64	3,686.71	3,686.71	3,686.71	3,686.71	3,686.71	3,686.71	3,686.71	3,686.71	3,686.71	2,590.64	44,172.89		47,905.35	3,732.46
FICA Taxes	354.16	305.38	305.40	317.59	317.59	317.59	317.59	317.59	317.59	317.59	317.59	226.80	3,732.46		0.00	(3,732.46)
Health & Welfare Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Administration Personnel Total	5,069.38	3,992.02	3,992.11	4,004.30	4,004.30	4,004.30	4,004.30	4,004.30	4,004.30	4,004.30	4,004.30	2,817.44	47,905.35		47,905.35	0.00
Administration Operations	2,045.60	2,091.56	1,947.30	1,473.99	3,357.11	1,947.30	1,947.30	1,947.30	1,947.30	1,947.30	1,947.30	1,947.30	24,546.96		24,546.96	0.00
Administration Sub	7,114.98	6,083.58	5,939.41	5,478.29	7,361.41	5,951.60	5,951.60	5,951.60	5,951.60	5,951.60	5,951.60	4,765.04	72,452.31	7.2%	72,452.31	0.00
PERSONNEL & BENEFITS (110/111)																
Salaries	45,661.35	42,524.12	42,845.08	42,845.08	43,487.00	43,487.00	65,230.50	42,316.20	42,925.32	41,029.65	41,882.20	64,428.10	558,661.60		560,033.57	1,371.97
FICA Taxes	3,493.09	3,253.10	3,277.65	3,277.65	3,326.76	3,326.76	4,990.13	3,237.19	3,283.79	3,138.77	3,203.99	4,928.75	42,737.63		42,842.57	104.94
Health & Welfare Benefits	14,920.50	13,874.00	13,986.00	13,986.00	14,210.00	14,210.00	21,315.00	13,720.00	14,014.00	13,352.50	13,650.00	21,035.00	182,273.00		183,144.50	871.50
Health & Welfare FICA	1,141.42	1,061.36	1,069.93	1,069.93	1,087.07	1,087.07	1,630.60	1,049.58	1,072.07	1,021.47	1,044.23	1,609.18	13,943.91		14,010.55	66.64
Operations Sub	65,216.36	60,712.56	61,178.66	61,178.66	62,110.83	62,110.83	93,166.23	60,322.97	61,295.18	58,542.39	59,780.42	92,001.03	797,616.14		800,031.19	2,415.05
Subtotal (110/111)	72,331.34	66,796.16	67,118.07	66,656.95	69,472.24	68,062.43	99,117.83	66,274.57	67,246.78	64,493.99	65,732.02	96,766.07	870,068.45	86.5%	872,483.50	2,415.05
TRAVEL (220)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Sub Total (220)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
CONTRACTUAL (230)																
Equipment Maintenance	1,030.35	0.00	531.19	1,767.08	0.00	0.00	0.00	671.38	0.00	0.00	0.00	0.00	4,000.00		4,000.00	0.00
Lease Equipment	131.58	0.00	0.00	131.58	0.00	526.32	0.00	0.00	197.25	0.00	292.27	300.00	1,579.00		1,579.00	0.00
Building Rent	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	60,000.00		60,000.00	0.00
Training	480.00	0.00	160.00	0.00	120.00	720.00	0.00	110.00	0.00	0.00	0.00	0.00	1,590.00		1,590.00	0.00
Payroll Fee	154.82	103.22	129.02	129.02	0.00	100.90	895.02	0.00	0.00	0.00	0.00	0.00	1,512.00		1,512.00	0.00
Insurance	0.00	0.00	250.00	0.00	800.85	0.00	0.00	871.15	0.00	0.00	0.00	0.00	1,922.00		1,922.00	0.00
Printing	0.00	0.00	0.00	0.00	0.00	0.00	519.54	314.66	946.99	433.50	393.96	391.35	3,000.00		3,000.00	0.00
Audit	0.00	0.00	0.00	0.00	0.00	0.00	1,701.86	0.00	740.78	961.36	0.00	400.00	3,804.00		3,804.00	0.00
Trash Removal	374.50	321.40	378.58	423.31	386.36	374.22	1,440.99	794.64	0.00	0.00	0.00	415.64	4,909.64		4,909.64	0.00
Workman's Comp.	0.00	0.00	300.00	250.00	700.00	250.00	0.00	295.50	489.00	715.50	0.00	0.00	3,000.00		3,000.00	0.00
Building Maint. - Dementia	200.00	0.00	531.67	167.00	322.38	0.00	0.00	778.95	0.00	0.00	0.00	678.00	2,676.00		2,699.12	23.12
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (230)	7,371.25	5,424.62	7,280.46	7,867.99	7,329.59	6,971.44	9,557.41	8,057.33	8,152.97	7,110.36	5,686.23	7,182.99	87,992.64	8.7%	88,015.76	23.12
SUPPLIES AND MATERIALS (240)																
Office Supplies	0.00	135.30	168.70	0.00	795.62	625.47	160.17	857.73	257.01	0.00	0.00	0.00	3,000.00		3,000.00	0.00
Household	0.00	372.48	2,490.32	1,585.54	1,417.86	1,525.95	277.31	75.00	255.54	0.00	0.00	2,013.22	10,013.22		10,090.09	76.87
Uniforms	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,445.00	1,445.00		1,445.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (240)	0.00	507.78	2,659.02	1,585.54	2,213.48	2,151.42	437.48	932.73	512.55	0.00	0.00	3,458.22	14,458.22	1.4%	14,535.09	76.87
EQUIPMENT (250) (under \$5,000)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (250)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
MISCELLANEOUS (290)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (290)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
UTILITIES (360)																
Power	1,839.55	2,031.84	4,260.55	1,913.00	1,657.66	2,062.77	2,539.23	2,027.44	2,005.56	1,904.76	713.64	938.03	23,894.03		23,894.03	0.00
Water	295.00	290.04	292.52	295.00	311.49	296.81	48.80	124.23	202.83	497.97	345.31	540.00	3,540.00		3,540.00	0.00
Telephone	193.30	193.30	193.31	203.29	193.78	142.76	752.64	157.42	295.20	0.00	0.00	300.00	2,625.00		2,625.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (360)	2,327.85	2,515.18	4,746.38	2,411.29	2,162.93	2,502.34	3,340.67	2,309.09	2,503.59	2,402.73	1,058.95	1,778.03	30,059.03	3.0%	30,059.03	0.00
CAPITAL OUTLAY (450) (above \$5,000)																
LCD Television	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	899.99	899.99		900.00	0.01
Computer Tower/printer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,430.41	1,430.41		1,430.41	0.00
Water Heater	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,400.00	1,400.00		1,400.00	0.00
Portable Refrigerator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	400.00		400.00	0.00
Subtotal (450)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,130.40	4,130.40	0.4%	4,130.41	0.01
SUB-TOTAL	82,030.44	75,243.74	81,803.93	78,521.77	81,178.24	79,687.63	112,453.39	77,573.72	78,415.89	74,007.08	72,477.20	113,315.71	1,006,708.74		1,009,223.79	2,515.05
DISALLOWED COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
IMPOSED PENALTY (.01%) Budget	0.00	752.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	752.44		0.00	(752.44)
IMPOSED PENALTY (.005%) Narrative	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
GRAND TOTAL	82,030.44	74,491.30	81,803.93	<												

RECEIVED
-DPH-SS-

#157
2011 OCT 31 PM 2:38

DEPARTMENT OF
SENIOR CITIZENS

FY-2011 RELEASE OF CLAIMS STATEMENT

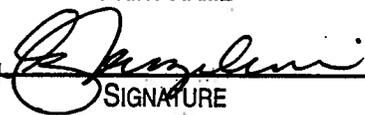
CONTRACT: CATHOLIC SOCIAL SERVICE
PROGRAM NAME: ADULT DAY CARE SERVICES
CONTRACT NO.: P116A00310

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$1,005,956.30 lawful money of the United States of America and \$820,163.39 of which has been paid and \$185,792.91 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

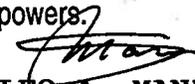
IN WITNESS WHEREOF, this release has been executed this 31 day of OCTOBER, 2011.

WITNESS:

GERI PANGELINAN
PRINT NAME

SIGNATURE

CATHOLIC SOCIAL SERVICE
CONTRACTOR
By: Diana B. Calvo
DIANA B. CALVO
TITLE: EXECUTIVE DIRECTOR

I, RODOLFO A. MANZANA, certify that I am the CHIEF ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the V/P. EXE. DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.


RODOLFO A. MANZANA
NAME AND SIGNATURE

DATE: 10/31/11

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New,			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
LOBBY RM # 101													
6/10/2011	Black Wooden Table	1			\$538.00	Purchased	Program Income	Guma Ginefli'e Center	X			100%	
INTAKE RM #102													
February, 2005	5 Tier Wooden Bookshelve	3				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Wooden Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Office Desk	1				Donated		Guma Ginefli'e Center		X		100%	
	Folding Chairs	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Wooden End Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
February, 2011	GTA Meridian Digital Centrex Service	1 of 4				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
SCREENING ROOM #103													
October, 2000	2 Door Metal Cabinet With Lock	3				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Wooden Folding Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
February, 2005	Folding Chairs	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
October, 2005	4 Tier Metal Shelf	4				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
STORAGE ROOM #104													
October, 2010	4 Tier Plastic Shelf	3				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
October, 2005	4 Tier Metal Shelf	3				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	3 Tier Metal Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
SEMI-PRIVATE ROOM #105													
October, 2010	White Folding Table	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2005	Folding Chairs	8				Purchased	Program Income	Guma Ginefli'e Center		X		100%	

INVENTORY PREPARED BY *Wynne L. Maclean* 9/19/2011
SIGNATURE AND DATE

Nursing Assistant Supervisor
POSITION TITLE

INVENTORY VERIFIED BY: *Julie M. Perez* 9/19/11
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY: *Jessie Catalano* 10/7/11
SIGNATURE AND DATE

acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New,			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
PRIVATE ROOM #106													
February, 2005	White Folding Table	1				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Folding Chairs	3				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Green Side Chair	1				Purchased	Program Funds	Guma Ginefli'e Center			X	100%	ReUpholster
BEDROOM #107													
February, 2005	Single Bed/Wood Headboard	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	5 Drawer Wooden Drawer	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	8 Drawer Wooden Drawer	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
RESTROOM #108													
October, 2000	5 Tier Black Metal Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Soap Dispenser	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BEDROOM #109													
February, 2005	Single Bed/Wood Headboard	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BEDROOM #110													
February, 2005	Single Bed/Wood Headboard	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	8 Drawer Wooden Drawer	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BATHROOM #111													
October, 2000	5 Tier Black Metal Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	

INVENTORY PREPARED BY: *Julie M. Perez* 9/19/2011
SIGNATURE AND DATE

Nurkay Assistant Supervisor
POSITION TITLE

INVENTORY VERIFIED BY: *Julie M. Perez* 9/19/11
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY: *Jesse Cataboy* 10/7/11
SIGNATURE AND DATE

actg Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/ LEASED WITH	LOCATION (h)	CONDITION (i) (New,			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
BEDROOM #112													
February, 2005	Single Bed W/Wooden Frame	2				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	5 Drawer Wooden Shelf	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	1 Drawer Wooden Side Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BEDROOM #113													
October, 2000	Green Side Chair	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
BATHROOM #114													
February, 2005	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
MECHANIC ROOM #115													
October, 2000	Floor Buffer/Cleaner	1				Purchased	Program Funds	Guma Ginefli'e Center		X		50%	
	Water Hose	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
JANITOR'S CLOSET #116													
October, 2005	5Tier Plastic Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
BATHROOM #117													
February, 2005	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
ACTIVITY ROOM #118													
October, 2000	White Folding Table	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
October, 2010	White Folding Table	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2005	Folding Chairs	16				Purchased	Program Income	Guma Ginefli'e Center		X		100%	

INVENTORY PREPARED BY *Miguel L. Acosta Jr. 9/19/2011*
SIGNATURE AND DATE

Nursing Assistant supervisor
POSITION TITLE

INVENTORY VERIFIED BY: *Julia M. Perez 9/19/11*
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY: *Jose C. Anthony 10/7/11*
SIGNATURE AND DATE

acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New,			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
DINING ROOM #119													
June, 2011	5 Piece Tile Top Pub Table	3				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	7 Piece Tile Top Dining Table Set	2				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
LIVING ROOM #120													
May, 2011	Leather Sofa	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Leather Love Seat	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	60 inch TV Stand	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Green Wooden Side Chairs	13				Purchased	Program Funds	Guma Ginefli'e Center			X	100%	
February, 2005	Flat Screen TV	1	Sony	40170128		Purchased	Program Income	Guma Ginefli'e Center	X			100%	
October, 2000	DVD Player	1	Magnavox	U33837072		Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Video Player	1	Symphonic	U33996625		Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	18 Drawer Staff Locker	1				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
WORKER'S STATION #121													
April, 2011	PRN HP Laser Jet 3-In-1 Printer	1	HP	M1212NF		Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Computer	1	Acer	ETLA802017820		Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2011	Meridian Digital Centrex Phone System	1 of 4				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
KITCHEN #122													
February, 2005	Microwave Oven	1	Amana			Purchased	Program Income	Guma Ginefli'e Center		X		100%	
February, 2011	Refrigerator	1	Maytag			Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Hot/Cold Water Dispenser	1	GE Pacific			Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Electric Oven	1	Magic Chef			Purchased	Program Income	Guma Ginefli'e Center	X			100%	

INVENTORY PREPARED BY: *Ugri S. Keenale Jr. 9/19/2011*
SIGNATURE AND DATE

Nursing Assistant supervisor
POSITION TITLE

INVENTORY VERIFIED BY: *Julio M. Puy 9/19/11*
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY: *Jane Catabay 10/7/11*
SIGNATURE AND DATE

Acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New, F, P)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
KITCHEN CONTINUED #122													
	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
LAUNDRY ROOM #201													
February, 2011	Washing Machine	1	Kenmore			Purchased	Program Income	Guma Ginefli'e Center	X			100%	
October, 2009	Dryer	1	Amana			Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BEAUTY/BARBER SHOP #202													
February, 2005	Red Chair	1				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Refrigerator	1	Maytag			Purchased	Program Income	Guma Ginefli'e Center			X		Not Working
	Computers	3				Purchased	Program Income	Guma Ginefli'e Center	X				Unused
	Hot/Cold Water Dispenser	1	GE			Purchased	Program Income	Guma Ginefli'e Center	X			100%	
EXAM ROOM #203													
October, 2000	Electric Hospital Bed	1	400-1040-1111	CN-09674		Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Oxygen Tanks	3				Donated		Guma Ginefli'e Center	X			50%	
February, 2005	Wooden Desk	1				Purchased	Program Income	Guma Ginefli'e Center	X			50%	
	Folding Chair	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	

INVENTORY PREPARED BY: *Steph L. Meates 9/19/2011*
SIGNATURE AND DATE

Nursing Assistant Supervisor
POSITION TITLE

INVENTORY VERIFIED BY: *Julien M. Perez 9/19/2011*
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY: *Ann Oshagan 10/7/11*
SIGNATURE AND DATE

Acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New,)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
LOBBY RM # 301													
October, 2000	4 Tier Wooden Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Console Table	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Wooden Chair	2				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
February, 2005	Folding Chairs	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
ROOM #302 Arts/Craft													
October, 2000	White Wooden Dining Table	2				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	White Wooden Dining Chairs	10				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Portable Radio	1				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
MECHANIC ROOM #303													
	NONE												
PUBLIC RESTROOM #304													
October, 2000	5 Tier Black Metal Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2011	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Soap Dipenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
JANITOR STORAGE RM #305													
October, 2005	Mop Bucket W/Wringer	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	3 Tier Plastic Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
STAFF LOUNGE ROOM #306													
October, 2000	White Refrigerator	1	Whirlpool			Donated		Guma Ginefli'e Center		X		100%	
	Leather Sofa	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	Torn

INVENTORY PREPARED BY

Vignie L. Keenleyside 9/19/2011
SIGNATURE AND DATE

N. Assistant Supervisor
POSITION TITLE

INVENTORY VERIFIED BY:

Julie M. Perez 9/19/2011
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY:

Jane Catalan 10/7/11
SIGNATURE AND DATE

Acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New,)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
CONTINUATION: ROOM #306													
	Brown Sofa	1				Purchased	Program Income	Guma Ginefli'e Center			X	100%	Broken Legs
	Wooden Table	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
October, 2000	White Dining Chairs	6				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Wooden Table	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
BATHROOM #307													
October, 2000	5 Tier Metal Shelf	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
February, 2011	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
STORAGE ROOM #308													
October, 2000	4 Tier Plastic Shelf	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BEDROOM #309													
October, 2000	Mechanical Hospital Bed	2				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	Wooden Shelf	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
October, 2010	Side Chair With Arms	3				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	3 Tier Metal Cart	1				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
BATHROOM #310													
October, 2000	5 Tier Metal Shelf	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2011	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	

INVENTORY PREPARED BY

April S. Keogh 9/19/2011
SIGNATURE AND DATE

N. Assistant Sp...
POSITION TITLE

INVENTORY VERIFIED BY:

John M. Berg 9/19/11
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY:

Jane Catalano 10/7/11
SIGNATURE AND DATE

acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New, F, P)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
STORAGE ROOM #311													
October, 2010	4 Tier Plastic Shelf	2				Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
	Folding Table	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2005	Shop Vac Floor Cleaner	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Vacuum Cleaner	1	Hoover			Purchased	Program Income	Guma Ginefli'e Center		X		100%	
BEDROOM #312													
February, 2005	5 Tier Wood Shelf	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Single Bed With Wood Frame	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
LOCKER ROOM #313													
October, 2000	Wheelchair Scale	1				Purchased	Program Funds	Guma Ginefli'e Center		X		50%	
STORAGE ROOM #314													
	Holiday Decorations In Plastic Containers	7											
PUBLIC RESTROOM #315													
June, 2011	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X				
ADMINISTRATION ROOM #316													
February, 2005	Wooden Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Wooden Chairs	5				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
October, 2000	5 Drawer Metal Cabinet/Lock (High)	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	5 Drawer Metal Cabinet/Lock (Low)	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	2 Drawer Low Metal Cabinet	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	

INVENTORY PREPARED BY

[Signature] *9/19/2011*
SIGNATURE AND DATE

[Signature]
POSITION TITLE

INVENTORY VERIFIED BY:

[Signature] *9/19/2011*
SIGNATURE AND DATE

[Signature]
POSITION TITLE

INVENTORY CERTIFIED BY:

[Signature] *10/7/11*
SIGNATURE AND DATE

[Signature]
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/LEASED WITH	LOCATION (h)	CONDITION (i) (New, F, P)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
CONTINUATION: ROOM #315													
March, 2011	Computer System Pentium D 3.4 GHZ	1	Intel Pentium	#7796085		Purchased	Program Income	Guma Ginefli'e Center	X			100%	
February, 2005	5 Tier Wooden Bookshelve	3				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Computer Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Office Desk	1				Donated		Guma Ginefli'e Center		X		100%	
	HP Laser Fax/Scanner/Copier	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	White Folding Table	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Wooden Corner Table	3				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
LIVING ROOM #316													
October, 2000	Television	1				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	VHS DVD	1	Magnavox	2037024		Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
February, 2011	Radio W Speakers	1	H-817DT	909038098		Purchased	Program Funds	Guma Ginefli'e Center	X			100%	
February, 2005	Wooden Counsole Table/TV Stand	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
October, 2010	Black Leather Coach	2				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
	Brown Micro Fabric Coach	1				Purchased	Program Income	Guma Ginefli'e Center		X		100%	
October, 2000	5 Tier Wooden Bookshelf	3				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	4 Tier Wooden Bookshelf	2				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
	Side Chair With Arms	5				Purchased	Program Funds	Guma Ginefli'e Center		X		100%	
DINING ROOM #318													
Octboer, 2000	White Dining Table	4				Purchased	Program Income	Guma Ginefli'e Center		X		100%	

INVENTORY PREPARED BY

[Signature] 9/19/2011
SIGNATURE AND DATE

N. Assistant Executive
POSITION TITLE

INVENTORY VERIFIED BY:

[Signature] 9/19/2011
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY:

[Signature] 10/7/11
SIGNATURE AND DATE

acting Executive Director
POSITION TITLE

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

CATHOLIC SOCIAL SERVICE - GUMA GINEFLI'E

PROGRAM NAME: Adult Day Care Program (D)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: September 15, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR	PURCHASED/ LEASED WITH	LOCATION (h)	CONDITION (i) (New,)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
CONTINUATION: DINING RM													
	White Dining Chairs	8				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	18 Drawer Metal Staff Locker	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	5 Tier Wooden Shelf For Participants	3				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
KITCHEN ROOM #319													
February, 2011	Refrigerator	1	Amana	3833149		Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Hot/Cold Water Dispenser	1	GE	1003160402		Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Paper Towel Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Soap Dispenser/Wall Type	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	3 Tier Cart	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
WORKER'S STATION #320													
October, 2000	Computer	1	Septer			Purchased	Program Income	Guma Ginefli'e Center	X			100%	
February, 2005	Wooden Corner Table	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
	Center Table	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	
October, 2010	Computer Table	1				Purchased	Program Income	Guma Ginefli'e Center	X			100%	

INVENTORY PREPARED BY

Sp L. Hearty 9/19/2011
SIGNATURE AND DATE

N. Assis full signature
POSITION TITLE

INVENTORY VERIFIED BY:

Julie M. Bay 9/19/2011
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY:

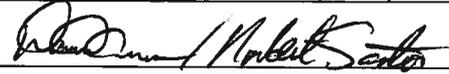
Jesse Calabang 10/7/11
SIGNATURE AND DATE

acting Executive Director
POSITION TITLE

**FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE
CATHOLIC SOCIAL SERVICE**

PROGRAM NAME: Adult Day Care Program (N)
LOCATION: Barrigada
DATE OF INVENTORY REVIEW: September 30, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
6/1/2005	Frigidaire	1	Fri18B4AWA	BA44606788	\$ 699.00	CSS		Kitchen			X	100%	
6/1/2005	Electric Stove	1	Tappan	TEF317AWB	\$ 569.00	CSS		Kitchen			X	100%	
10/1/2005	Karaoke Player w/ microphone	1	Pioneer	PJ2682476EM	\$ 800.00	CSS		ADC-Activity room			X	95%	Not working / need replacement
4/1/2005	Secretary's Table	1	Not Available	Not Available	\$ 750.00	CSS		ADC-Activity room			X	75%	
4/1/2005	White Chairs	16	Not Available	Not Available	\$ 550.00	CSS		ADC-Activity room			X	75%	
4/1/2005	Maple Entertainment center	1	Not Available	Not Available	\$ 899.00	CSS		ADC-Activity room			X	100%	
4/1/2005	Television	1	Panasonic 36"	CT-365-L13G	\$ 899.00	CSS		ADC-Activity room			X	100%	
4/1/2005	Personal Locker	30	Not Available	Not Available	\$ 550.00	CSS		ADC-Activity room			X	100%	
4/1/2005	Plastic Table	7	Not Available	Not Available	\$ 500.00	CSS		ADC-Activity room			X	100%	
5/28/2009	Plastic Table	10	Not Available	Not Available	\$649.80	CSS		ADC-Activity room	X			100%	
4/1/2005	Blue Chairs	75	Not Available	Not Available	\$ 500.00	CSS		ADC-Activity room			X	100%	
9/22/2008	Complete set of aquarium	1	Not Available	Not Available	\$ 675.00	CSS		ADC-Activity room	X			100%	
3/10/2008	Computer CPU	1	C2K	R3JRD-FJ3W-M4M8J		CSS		ADC-Secretary's desk			X	100%	
3/10/2008	Monitor w/ keyboard & mouse	1	Scepter	X9WG-NAGAV	\$1,900.00	CSS		ADC-Secretary's desk			X	100%	
4/1/2005	Electric Dryer	1	Maytag	11829355AT	\$ 514.00	CSS		ADC-Laundry room			X	100%	
4/1/2005	Water Heater	1	Proline	984128778	\$ 500.00	CSS		ADC-Laundry room			X	100%	
4/1/2005	Blue Buffer/ Wax Strip (HD)	1	Power-flite	B11409	\$ 500.00	CSS		ADC- Laundry room			X	55%	
4/1/2005	Computer CPU	1	Sony	00045-485-131-976		CSS		ADC- Office			X	100%	
4/1/2005	Computer monitor	1	Sceptre	417x5g01yh2910		CSS		ADC- Office			X	100%	
4/1/2005	Computer mouse	1	Not Available	317906400840	\$ 1,434.00	CSS		ADC- Office			X	100%	
7/15/2010	4-in-1 Printer	1	RICOH	SP3200	\$ 500.00	Donation		ADC-Office			X	100%	
7/15/2010	Swiver Chair	1	Not Available	Not Available	\$ 150.00	Donation		ADC-Office			X	100%	

INVENTORY PREPARED BY: 
SIGNATURE AND DATE

Supervisor / Hovema
POSITION TITLE

INVENTORY VERIFIED BY: mccehinaw 10/5/11
SIGNATURE AND DATE

Program Manager
POSITION TITLE

INVENTORY CERTIFIED BY: 
SIGNATURE AND DATE

Executive Director
POSITION TITLE

**FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE
CATHOLIC SOCIAL SERVICE**

PROGRAM NAME: Adult Day Care Program (N)
 LOCATION: Barrigada
 DATE OF INVENTORY REVIEW: September 30, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED/LEASED OR DONATED (f)	PURCHASED/LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
Apr. 1999	(1) Universal Microphone	1	Not available	Not Available	\$ 14.00	CSS		ADC I-Activity Room		X		100%	Not Working
Apr. 1999	(1) Portable Typewriter	1	IBM	G781-110062	\$ 75.00	CSS		ADC I-Activity Room		X		100%	
Apr. 1999	(1) Horizontal filing cabinet	1	Not available	Not Available	\$ 125.00	CSS		ADC I-Activity Room		X		100%	
Apr. 1999	(1) AM - FM - CD/tape player	1	Sony	CFDD-Z135	\$ 25.00	Donated		ADC I-Activity Room		X		100%	
Apr. 1999	(1) AM - FM - CD/tape player	1	Philips	FW#FWC3537	\$ 25.00	Donated		ADC I-Activity Room		X		100%	
Apr. 1999	(3) Table round "BLUE"	3	Not available	Not Available	\$ 300.00	CSS		ADC I-Activity Room		X		100%	
Apr. 1999	4 Hard Frame Couches	4	Not Available	Not Available	\$ 400.00	CSS		ADC I - Activity Room		X		100%	
Apr. 1999	Piano	1	Not Available	Not Available	\$ 495.00	CSS		ADC I - Activity Room		X		100%	
Apr. 1999	(4) Swivel Chairs	4	Not Available	Not Available	\$ 100.00	CSS		ADC I - Activity Room		X		100%	
Apr. 1999	(1) Wheelchair Scale	1	Not Available	Not Available	\$ 200.00	CSS		ADC I - Activity Room		X		100%	
Apr. 1996	Book Shelves (short)	2	Not available	Not Available	\$ 250.00	CSS		ADC I - Activity Room		X		100%	
7/1/2007	Complete set of Aquarium	1	Not Available	Not Available	\$ 322.00	CSS		ADC I-Activity use		X		100%	
7/15/2008	Aquarium accessories	1	Not available	Not available	\$ 50.00	Donated		ADC I-Activity use		X		100%	(Used Aquarium w/ accessories & fishes)
7/1/2007	DVD Player	1	Panasonic DVD	VA61C001722R	\$ 59.00	CSS		ADC I-Activity use		X		100%	
12/2/2009	Honeywell Air Cleaner w/ Intelli Ch?	2		380-260	\$ 410.04		DSC	ADC 1- Activity	X			100%	
Apr. 1996	Hospital Beds	3	Not Available	Not Available	\$ 400.00	CSS		ADC 1 - Bedroom		X		100%	
Apr. 1996	Comporters, Blankets & Linen		Not available	Not Available	\$ 400.00	CSS		ADC 1 - Bedroom		X		100%	
Apr. 1996	Regular Beds	9	Not Available	Not Available	\$ 300.00	CSS		ADC 1 - Bedroom		X		100%	
Apr. 1996	Wheelchairs (Extra)	3	Not available	Not Available	\$ 50.00	CSS		ADC 1 - Bathroom		X		100%	
Apr. 1999	(1) Washer	1	Maytag	CJ1207908	\$ 400.00	Donated		ADC 1 - Laundry room		X		100%	
8/1/2006	Digital Camera	1	Polaroid izeone 300	Not Available	\$ 55.95	CSS		ADC 1-Secretary's desk		X		100%	
7/1/2008	Cordless Phone	2	Uniden	DX815688-2	\$ 125.00	CSS		ADC 1-Office & Secretary desk		X		100%	
Apr. 1996	Book Shelves (long)	2	Not available	Not Available	\$ 250.00	CSS		ADC 1 - Stockroom		X		100%	
2/1/2009	Mop Bucket with ringer	2	Not available	Not Available	\$ 210.00	CSS		ADC 1 - Stockroom	X			100%	
2/1/2009	Plastic Container (32 Gal)	5	Not available	Not Available	\$ 267.25	CSS		ADC 1 - Stockroom	X			100%	
7/1/2007	Sewing Machine	1	Brother	J4G121949	\$ 149.00	CSS		ADC 1 - Office		X		100%	
Apr. 1999	(1) Filing cabinet (Grey)	1	4 drawer	Not available	\$ 75.00	CSS		ADC 1 - Office		X		100%	
Apr. 1999	(1) Filing cabinet	1	5 drawer (Black)	Not available	\$ 50.00	CSS		ADC 1 - Office		X		100%	
Apr. 1999	(2) Storage Cabinet (Grey)	2	Not available	LSW 137980	\$ 70.00	CSS		ADC 1 - Office		X		100%	
7/1/2007	Paper Shredded	1	Followers	LC0051072138	\$ 80.00	CSS		ADC 1 - Office		X		100%	
7/15/2008	Printer	1	GX2500	DR1878300100	\$ 125.00	CSS		ADC 1 - Office	X	X		100%	
11/1/2008	Guitar	1	Yamaha	Not Available	\$ 99.00	CSS		ADC 1 - Office	X			100%	
5/28/2009	Coffee Maker (42 cups)	1	Hamilton Beach	40515	\$ 49.95	CSS		ADC 1 - Kitchen	X			100%	
5/28/2009	Coffee Maker (12 cups)	1	Proctor Silex	2233343571	\$ 29.00	Donated		ADC 1 - Kitchen	X			100%	
8/30/2010	Sphygmomanometer	1	Aneroid	Model 115 M	\$ 14.50		DSC	ADC 1 - R.N. Desk	X			100%	
6/30/2010	Stethoscope (black tubing)	1	Omron	Model 412 BIK.	\$ 14.50		DSC	ADC 1 - R.N. Desk	X			100%	

INVENTORY PREPARED BY:

[Signature]
 SIGNATURE AND DATE

[Signature]
 POSITION TITLE

INVENTORY VERIFIED BY:

[Signature] 10/5/11
 SIGNATURE AND DATE

[Signature]
 POSITION TITLE

INVENTORY CERTIFIED BY:

[Signature] 10/7/11
 SIGNATURE AND DATE

[Signature] EXECUTIVE DIRECTOR
 POSITION TITLE

**FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE
CATHOLIC SOCIAL SERVICE**

PROGRAM NAME: Adult Day Care Program (N)
 LOCATION: Barrigada
 DATE OF INVENTORY REVIEW: September 30, 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED/ LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
20-May-11	Magnifier Lamp/Hands Free Stand	1	Carron Optical	750668002198	\$ 4.80	DSC		Kitchen		X		100%	
20-May-11	Magnifier Lamp/Small	1	Carron Optical	Not Applicable	\$ 4.80	DSC		Kitchen		X		100%	
20-May-11	Relaxation Mask	2	Mind Fold	6112061234567	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Tic Tac Toe game	1	Wooden Board	Not Applicable	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Connect the Four	2	Milton Bradly	32244044304	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Backgammon with Attache Case	1	Not Applicable	704551301134	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Tic Tac Toe game (Foam)	1	Not Applicable	6086184950757	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Red Rubber Kickball	1	Mikara Sports	80409004120	\$ 6.00	DSC		ADC-Activity room		X		100%	
20-May-11	Rubber Stress Ball	2	Duro- Med.	41298081784	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Jumbo Bingo Card	30	Not Applicable	Not Applicable	\$ 4.80	DSC		ADC-Activity room	X			100%	
20-May-11	Colored Jumbo Bingo Cards (Yellow)	6	Not Applicable	Not Applicable	\$ 4.80	DSC		ADC-Activity room		X		100%	
20-May-11	Colored Jumbo Bingo Cards (Red)	4	Not Applicable	Not Applicable	\$ 4.80	DSC		ADC-Activity room	X			100%	
20-May-11	Colored Jumbo Bingo Cards (Green)	2	Not Applicable	Not Applicable	\$ 4.80	DSC		ADC-Secretary's desk		X		100%	
20-May-11	Colored Jumbo Bingo Cards (Blue)	4	Not Applicable	Not Applicable	\$ 4.80	DSC		ADC-Secretary's desk		X		100%	
20-May-11	Foam Checker/Chess Board	1	Not Applicable	905065	\$ 5.80	DSC		ADC-Laundry room		X		100%	
20-May-11	Easy Read Cardboard Bingo Cards	10	Not Applicable	Not Applicable	\$ 14.80	DSC		ADC-Laundry room		X		100%	
20-May-11	Jumbo Wooden Dominoes	1	T.F.H.	Not Applicable	\$ 4.80	DSC		ADC- Laundry room		X		100%	
20-May-11	Arthritis Myg. Plastic	2	Not Applicable	8204	\$ 4.80	DSC		ADC- Office		X		100%	
20-May-11	Transparent Mug with Spout	1	Maddak Inc.	742645004417	\$ 4.80	DSC		ADC- Office		X		100%	
20-May-11	Plates, 3 container plastic	5	Not Applicable	Not Applicable	\$ 4.80	DSC		ADC- Office		X		100%	
20-May-11	8 oz. No spill cups, plastic	2	Darson A.D.L.	65292201436	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Right Handed Fork-Confort grip	2	Darson A.D.L.	65292200064	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Left Handed Fork-Confort grip	2	Darson A.D.L.	65292200057	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Swiver-Type Fork	1	Darson A.D.L.	65292200057	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Weighted Fork	3	Rehabilitation division	81830	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Weighted knife	5	Rehabilitation division	81820	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Weighted Soup Spoons	3	Rehabilitation division	81850	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Weighted Teaspoon	5	Rehabilitation division	81840	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Right Handed Fork-Confort grip	2	Darson A.D.L.	65292200088	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Swevel type spoons	2	Darson A.D.L.	652922000163	\$ 3.80	DSC		ADC-Office		X		100%	
20-May-11	Left handed spoons	2	Darson A.D.L.	65292200071	\$ 3.80	DSC		ADC-Office		X		100%	
8-Jun-11	Epson workforce 325 multifunctions	1	Epson	CB08200021MG0713289	\$ 330.39		Program Income	ADC-Office	X			100%	
29-Aug-11	Honeywell Air Cleaner w/intelli ch?	1	Hepa-Filter	D398045 5753000	\$ 293.96		Program Income	ADC-Office	X			100%	
20-Sep-11	Top - Midi - 8504	1	Karokee	Serial # 2011 QC Pass	\$120.00		Program Income	ADC-Activity use	X			100%	

INVENTORY PREPARED BY: *[Signature]*
 SIGNATURE AND DATE

INVENTORY VERIFIED BY: *[Signature]* 10/5/11
 SIGNATURE AND DATE

INVENTORY CERTIFIED BY: *[Signature]*
 SIGNATURE AND DATE

[Signature]
 POSITION TITLE

Program Manager
 POSITION TITLE

[Signature] EXECUTIVE DIRECTOR
 POSITION TITLE

Service Provider:
Catholic Social Service
Non-Profit Organization

FY 2011 Case Management Services

Administered by:
Division of Senior Citizens
Department of Public Health and Social Services

CASE MANAGEMENT SERVICES
2011 Year-To-Date Program Expenditures

In compliance with Public Law 30-196, Chapter XIII, Section 11, the aforementioned is a full disclosure of all expenditures of funds for the Case Management Services Program for Fiscal Year 2011.

Rodolfo C. Manzano
Rodolfo C. Manzano, Chief Accountant
Catholic Social Service

11/4/11
Date

Diana B. Calvo
Diana B. Calvo, Executive Director
Catholic Social Service

11/4/2011
Date

No. of Months into Fiscal Year	12
Monthly Average of Expenditures:	\$55,242.36
Total Contract Award (Encumbrance):	\$686,432.99
Remaining Balance:	\$23,524.63

	October	November	December	January	February	March	April	May	June	July	August	September	YTD TOTAL	% of Tot	Budget Amount	Available Balance
ADMINISTRATION																
Salaries	2,694.41	2,604.64	2,604.64	2,604.64	2,604.64	2,604.64	2,604.64	2,604.64	2,604.64	1,683.97	0.00	0.00	25,215.50		27,373.91	2,158.41
FICA Taxes	215.75	215.75	215.75	215.75	215.75	215.75	215.75	215.75	215.75	215.75	0.00	0.00	2,157.50		0.00	(2,157.50)
Health & Welfare Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Administration Personnel Total	2,910.16	2,820.39	2,820.39	2,820.39	2,820.39	2,820.39	2,820.39	2,820.39	2,820.39	1,899.72	0.00	0.00	27,373.00		27,373.91	0.91
Administration Operations	1,118.40	1,137.91	1,106.41	1,100.37	1,100.37	1,100.37	1,100.37	1,100.37	1,100.37	1,353.69	1,351.86	1,355.51	14,026.00		14,026.92	0.92
Administration Sub	4,028.56	3,958.30	3,926.80	3,920.76	3,920.76	3,920.76	3,920.76	3,920.76	3,920.76	3,253.41	1,351.86	1,355.51	41,399.00	6.2%	41,400.83	1.83
PERSONNEL & BENEFITS (110/111)																
Salaries	30,830.76	30,397.70	31,347.20	31,271.20	31,043.20	27,251.20	40,876.80	25,411.20	25,411.20	25,195.20	25,411.20	38,964.80	363,411.66		375,712.10	12,300.44
FICA Taxes	2,358.55	2,325.42	2,398.06	2,392.25	2,374.80	2,084.72	3,127.08	1,943.96	1,943.96	1,927.43	1,943.96	2,980.81	27,801.00		28,741.98	940.98
Health & Welfare Benefits	7,952.00	7,990.50	8,344.00	8,316.00	8,253.00	7,840.00	11,760.00	7,280.00	7,280.00	7,196.00	7,280.00	10,640.00	100,131.50		103,691.50	3,560.00
Health & Welfare FICA	608.33	611.27	638.32	636.17	631.35	599.76	899.64	556.92	556.92	550.49	556.92	813.96	7,660.05		7,932.40	272.35
Operations Sub	41,749.64	41,324.89	42,727.58	42,615.62	42,302.35	37,775.68	56,663.52	35,192.08	35,192.08	34,869.12	35,192.08	53,399.57	499,004.21		516,077.98	17,073.77
Subtotal (110/111)	45,778.20	45,283.19	46,654.38	46,536.38	46,223.11	41,696.44	60,584.28	39,112.84	39,112.84	38,122.53	36,543.94	54,755.08	540,403.21	81.5%	557,478.81	17,075.60
TRAVEL (220)																
Local Travel	2,028.15	1,799.50	1,250.72	1,692.79	1,935.21	1,825.78	2,039.61	2,039.61	3,366.80	1,746.16	1,727.62	142.05	21,594.00		21,594.00	0.00
Sub Total (220)	2,028.15	1,799.50	1,250.72	1,692.79	1,935.21	1,825.78	2,039.61	2,039.61	3,366.80	1,746.16	1,727.62	142.05	21,594.00	3.3%	21,594.00	0.00
CONTRACTUAL (230)																
Equipment Maintenance	607.08	250.00	544.67	21.39	21.39	480.36	138.89	117.46	262.78	170.00	277.49	108.49	3,000.00		3,000.00	0.00
Lease Equipment	77.50	0.00	136.56	77.50	136.56	336.88	0.00	0.00	91.24	73.76	926.24	1,930.00	1,930.00		1,930.00	0.00
Building Rent	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	26,856.00		26,856.00	0.00
Training	0.00	0.00	0.00	0.00	0.00	910.00	0.00	0.00	38.00	924.00	128.00	0.00	2,000.00		2,000.00	0.00
Payroll Fee	88.47	58.98	73.73	73.72	93.18	57.66	83.91	0.00	136.05	64.64	174.73	158.93	1,064.00		1,064.00	0.00
Insurance	0.00	0.00	0.00	960.00	0.00	0.00	0.00	0.00	595.00	0.00	0.00	1,034.83	2,589.83		2,589.83	0.00
Printing	0.00	0.00	0.00	0.00	537.35	0.00	0.00	0.00	650.40	312.25	406.00	94.00	2,000.00		2,000.00	0.00
Audit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	846.60	1,098.40	172.00	0.00	2,117.00		2,117.00	0.00
Trash Removal	144.00	143.00	97.49	121.35	95.03	114.10	106.15	166.61	110.44	209.94	314.43	105.46	1,728.00		1,728.00	0.00
Workman's Comp.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,318.14	318.14	200.72	1,837.00		1,837.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (230)	3,155.05	2,689.98	3,090.45	3,491.96	3,121.51	4,137.00	2,566.95	2,522.07	4,968.51	6,409.13	4,102.55	4,866.67	45,121.83	6.8%	45,121.83	0.00
SUPPLIES AND MATERIALS (240)																
Office Supplies	0.00	832.92	153.77	471.03	136.88	87.77	70.09	70.09	762.91	0.00	216.68	20,016.22	22,818.36		22,818.36	0.00
Household Supplies	0.00	0.00	66.21	0.00	0.00	0.00	17.82	17.82	0.00	0.00	257.84	240.31	600.00		600.00	0.00
Subtotal (240)	0.00	832.92	219.98	471.03	136.88	87.77	87.91	87.91	762.91	0.00	474.52	20,256.53	23,418.36	3.5%	23,418.36	0.00
EQUIPMENT (250) (under \$5,000.00)																
Fax Machine	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	346.63	346.63		346.63	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (250)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	346.63	346.63	0.1%	346.63	0.00
MISCELLANEOUS (290)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (290)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
UTILITIES (360)																
Power	571.37	1,167.93	945.99	617.04	571.18	774.70	819.53	1,075.98	860.28	0.00	0.00	629.27	8,033.27		11,749.10	3,715.83
Water	173.00	172.87	173.00	173.00	156.51	149.30	110.04	89.80	101.91	88.18	291.20	88.18	1,665.04		2,076.00	410.96
Telephone	420.83	420.83	420.83	420.83	420.80	420.83	841.66	1,262.49	420.83	0.00	0.00	420.83	5,470.76		6,735.30	1,264.54
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (360)	1,165.20	1,761.63	1,437.95	1,210.87	1,148.49	1,344.83	1,771.23	2,428.27	1,383.02	88.18	291.20	1,138.28	15,169.07	2.3%	20,560.40	5,391.33
CAPITAL OUTLAY (450) (above \$5,000.00)																
Computer Tower	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11,857.50	11,857.50		11,857.50	0.00
Computer Stations	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,055.46	6,055.46		6,055.46	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (450)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	17,912.96	17,912.96	2.7%	17,912.96	0.00
SUB-TOTAL	52,126.60	52,367.22	52,653.48	53,403.03	52,565.20	49,091.82	67,049.98	46,190.70	49,594.08	46,365.92	43,139.83	99,418.20	663,966.06		686,432.99	22,466.93
DISALLOWED COSTS	0.00		0.00	0.00												
IMPOSED PENALTY (.01%) Budget	0.00	523.67	0.00	534.03	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,057.70		0.00	(1,057.70)
IMPOSED PENALTY (.005%) Narrative	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
GRAND TOTAL	52,126.60	51,843.55	52,653.48													

RECEIVED
-DPH-

FY-2011 RELEASE OF CLAIMS STATEMENT

#159
2011 OCT 31 PM 2:38
Hirota
OFFICE OF
SENIOR CITIZENS

CONTRACT: CATHOLIC SOCIAL SERVICE

PROGRAM NAME: CASE MANAGEMENT SERVICES

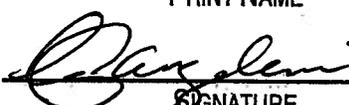
CONTRACT NO.: P116A00481

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$662,908.36 lawful money of the United States of America and \$520,350.33 of which has been paid and \$142,558.09 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

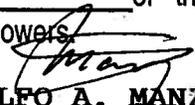
IN WITNESS WHEREOF, this release has been executed this 31 day of October, 2011.

WITNESS:

GERI PANGELINAN
PRINT NAME

SIGNATURE

CATHOLIC SOCIAL SERVICES
CONTRACTOR
BY: Diana B. Calvo
DIANA B. CALVO
TITLE: EXECUTIVE DIRECTOR

I, RODOLFO A. MANZANA, certify that I am the CHIEF ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the V/P EXE. DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.


RODOLFO A. MANZANA
NAME AND SIGNATURE

DATE: 10/31/11

FY-2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE CATHOLIC SOCIAL SERVICE

PROGRAM NAME: Case Management Services Program
LOCATION: 234A US Army Juan C. Fejeran St., Barrigada Gu 96913
DATE OF INVENTORY REVIEW: 10/5/2011

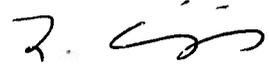
ACQUIRE D DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/LE ASED WITH PROGRAM FUNDS OR	Location	CONDITION (i) (New, Fair, Poor)			% OF PROGRA M USE (j)	COMMENTS
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CP	00045-501-483-546	\$ 1,299.85	PURCHASED	GOVT.	ETE		X		100%	
	Monitor	1	Sceptre	412M1090SD1896	(inclusive)	(inclusive)	GOVT.	ETE		X		100%	
	Keyboard	1	ITSG	none	(inclusive)	(inclusive)	GOVT.	ETE		X		100%	
	Mouse	1	PS2	1MJ5000911100443	14.95	Purchased	CSS FUNDI	ETE	X			100%	Installed new 9/20/2011
Aug-09	Battery UPS	1	BLACK NIGHT	G90303607	\$ 79.95	PURCHASED		ETE	x			100%	INSTALLED 8/14/2009
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CP	00045-526-290-704	\$ 1,439.00	PURCHASED	GOVT.	AMP		X		100%	
	Monitor	1	Sceptre	416M1090SD0137	(inclusive)	(inclusive)	GOVT.	AMP		X		100%	
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	AMP		X		100%	
	Mouse	1	KEIO	BD4400103440	(inclusive)	(inclusive)	GOVT.	AMP		X		100%	
Aug-09	Battery UPS	1	BLACK NIGHT	G90303646	\$ 79.95	PURCHASED		AMP	x			100%	INSTALLED 8/14/2009
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CP	00045-501-483-276	\$ 1,439.00	PURCHASED	GOVT.	VMS			X	100%	
	Monitor	1	Sceptre	416M1090SD0122	(inclusive)	(inclusive)	GOVT.	VMS		X		100%	
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	VMS		X		100%	
	Mouse	1	KEIO	BD4400103442	(inclusive)	(inclusive)	GOVT.	VMS		X		100%	
Aug-09	Battery UPS	1	BLACK NIGHT	G90303597	\$ 79.95	PURCHASED		VMS	x			100%	INSTALLED 8/14/2009
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CP	0045-501-483-574	\$ 1,439.00	PURCHASED	GOVT.	JCA		X		100%	
	Monitor	1	Sceptre	416M1090SD0121	(inclusive)	(inclusive)	GOVT.	JCA		X		100%	
	Keyboard	1	ITSG	none	(inclusive)	(inclusive)	GOVT.	JCA		X		100%	
	Mouse	1	KEIO	BD4400103419	(inclusive)	(inclusive)	GOVT.	JCA		X		100%	
Aug-09	Battery UPS	1	BLACK NIGHT	G90303681	\$ 79.95	PURCHASED		JCA	x			100%	INSTALLED 8/14/2009

ACQUIRE D DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/LE ASED WITH PROGRAM FUNDS OR	Location	CONDITION (i) (New, Fair, Poor)		% OF PROGRA M USE (j)	COMMENTS	
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CF	0045-501-483-275	\$ 1,439.00	PURCHASED	GOVT.	JDR		X	100%		
	Monitor	1	Sceptre	416M1090SD0130	(inclusive)	(inclusive)	GOVT.	JDR		X	100%		
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	JDR		X	100%		
	Mouse	1	KEIO	BD4400103451	(inclusive)	(inclusive)	GOVT.	JDR		X	100%		
Aug-09	Battery UPS	1	BLACK NIGHT	G90303600	\$ 79.95	PURCHASED		JDR	x		100%	INSTALLED 8/14/2009	
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CF	0045-526-290-702	\$ 1,439.00	PURCHASED	GOVT.	RRI			X	100%	All USB ports don't work
	Monitor	1	Sceptre	434M1090SA2132	(inclusive)	(inclusive)	GOVT.	RRI		X	100%		
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	RRI		X	100%		
	Mouse	1	Logitech	LZ930BG0F86	(inclusive)	(inclusive)	GOVT.	RRI		X	100%		
Aug-09	Battery UPS	1	BLACK NIGHT	G90303686	\$ 79.95	PURCHASED		RRI	x		100%	INSTALLED 8/14/2009	
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CF	0045-501-483-545	\$ 1,439.00	PURCHASED	GOVT.	KHB			X	100%	Slow process
	Monitor	1	Sceptre	416M1090SD0118	(inclusive)	(inclusive)	GOVT.	KHB		X	100%		
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	KHB		X	100%		
	Mouse	1	KEIO	BD4400103415	(inclusive)	(inclusive)	GOVT.	KHB		X	100%		
Aug-09	Battery UPS	1	BLACK NIGHT	G90303659	\$ 79.95	PURCHASED		KHB	x		100%	INSTALLED 8/14/2009	
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CF	0045-501-483-544	\$ 1,439.00	PURCHASED	GOVT.	AFG			X	100%	Slow process
	Monitor	1	Sceptre	416M1090SD0120	(inclusive)	(inclusive)	GOVT.	AFG		X	100%		
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	AFG		X	100%		
	Mouse	1	KEIO	BD440103472	(inclusive)	(inclusive)	GOVT.	AFG		X	100%		
Aug-09	Battery UPS	1	BLACK NIGHT	G90303677	\$ 79.95	PURCHASED		AFG	x		100%	INSTALLED 8/14/2009	
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CF	0045-595-946-596	\$ 1,439.00	PURCHASED	GOVT.	PMP		X	100%		
	Monitor	1	Sceptre	416M1090SD0116	(inclusive)	(inclusive)	GOVT.	PMP		X	100%		
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	PMP		X	100%		
	Mouse	1	KEIO	BD440103474	(inclusive)	(inclusive)	GOVT.	PMP		X	100%		
Sep-06	UPS(battery) Mauruson(black)	1	PRO-650USA	416305845	\$ 169.00	PURCHASED		PMP		x	100%		
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CF	0045-501-483-576	\$ 1,439.00	PURCHASED	GOVT.	ZYK		X	100%		
	Monitor	1	Sceptre	416M1090SD0114	(inclusive)	(inclusive)	GOVT.	ZYK		X	100%		
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	ZYK		X	100%		

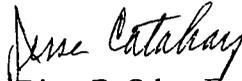
ACQUIRE D DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/LE ASED WITH PROGRAM FUNDS OR	Location	CONDITION (i) (New, Fair, Poor)		% OF PROGRA M USE (j)	COMMENTS
	Mouse	1	KEIO	BD4400103453	(inclusive)	(inclusive)	GOVT.	ZYK		X	100%	
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CP	0045-526-290-703	\$ 1,439.00	PURCHASED	GOVT.	AIC		X	100%	
	Monitor	1	Sceptre	413M1090SD	(inclusive)	(inclusive)	GOVT.	AIC		X	100%	
	Keyboard	1	Logitech	SY9Z1UK	(inclusive)	(inclusive)	GOVT.	AIC		X	100%	
	Mouse	1	KEIO	BD4400103470	(inclusive)	(inclusive)	GOVT.	AIC		X	100%	
Aug-09	Battery Ups 600	1	BLACK NIGHT	G90303599	\$ 79.95	PURCHASED		AIC	x		100%	INSTALLED 8/14/2009
Aug-04	Desktop Computer	1	Windows XP Pro 1-2CP	0045-595-946-595	\$ 1,439.00	PURCHASED	GOVT.	COMPUTER ROOM		X	100%	
	Monitor	1	Sceptre	413M1090SD	(inclusive)	(inclusive)	GOVT.	COMPUTER ROOM		X	100%	
	Keyboard	1	Logitech	SY9Z1UK	(inclusive)	(inclusive)	GOVT.	COMPUTER ROOM		X	100%	
	Mouse	1	KEIO	BD4400103470	(inclusive)	(inclusive)	GOVT.	COMPUTER ROOM		X	100%	
Aug-04	cyber power battery back-up		CPS 825 AVR		\$ 149.00	Purchased	GOVT.	COMPUTER ROOM		x		
Oct-07	Desktop Computer	1	Windows XP Profession	0045-678-034-096	Inv#7830	Purchased	GOVT.	NAB		X	100%	
	Monitor	1	Envision	97072CA000705	(inclusive)	(inclusive)	GOVT.	NAB		X	100%	
	Keyboard	1	Logitech	7000137	(inclusive)	(inclusive)	GOVT.	NAB		X	100%	
	Mouse	1	Logitech	HS701140LMX	(inclusive)	(inclusive)	GOVT.	NAB		X	100%	
Oct-07	Battery Ups	1	Maruson	417406577 700a	(inclusive)	Purchased	GOVT.	NAB		x	100%	
Oct-07	Desktop Computer	1	Windows XP Profession	80045-130-898-476		Purchased	GOVT.	JSN		X	100%	
	Monitor	1	Envision	97072CA001317	(inclusive)	(inclusive)	GOVT.	JSN		X	100%	
	Keyboard	1	Logitech	7000147	(inclusive)	(inclusive)	GOVT.	JSN		X	100%	
	Mouse	1	Logitech	HS701140LM8	(inclusive)	(inclusive)	GOVT.	JSN		X	100%	
Oct-07	Battery Ups Maruson	1	MIC-700A	417406454	\$ 169.00			JSN		x		
Oct-07	Desktop Computer	1	Windows XP Profession	80045-130-000-900		Purchased	GOVT.	LRK		X	100%	
	Monitor	1	Sceptre	416M1090SD0127	(inclusive)	(inclusive)	GOVT.	LRK		X	100%	
	Keyboard	1	LT-KW 300	none	(inclusive)	(inclusive)	GOVT.	LRK		X	100%	
	Mouse	1	KEIO	BD4400103418	(inclusive)	(inclusive)	GOVT.	LRK		X	100%	
Feb-11	Battery UPS	1	Maruson	2.20912E+11			CSS FUNDII	LRK	x		100%	
Oct-07	Desktop Computer	1	Windows XP Profession	00045-678-034-097		Purchased	GOVT.	JCG		X	100%	
	Monitor	1	Envision	97072CA004112	(inclusive)	(inclusive)	GOVT.	JCG		X	100%	
	Keyboard	1	Logitech	7000135	(inclusive)	(inclusive)	GOVT.	JCG		X	100%	

ACQUIRE D DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/LE ASED WITH PROGRAM FUNDS OR	Location	CONDITION (i) (New, Fair, Poor)		% OF PROGRA M USE (j)	COMMENTS
	Mouse	1	Logitech	HS701140LL6	(inclusive)	(inclusive)	GOVT	JCG		X	100%	
Oct-07	Battery Ups	1	Maruson	417406578 700a	(inclusive)	Purchased	GOVT.	JCG		x	100%	
Oct-07	Desktop Computer	1	Windows XP Professional			Purchased	GOVT.	BZT		X	100%	
	Monitor	1	Envision	96971CA001658	(inclusive)	(inclusive)	GOVT.	BZT		X	100%	
	Keyboard	1	Logitech	7004091	(inclusive)	(inclusive)	GOVT.	BZT		X	100%	
	Mouse	1	Logitech	HS701140LN3	(inclusive)	(inclusive)	GOVT	BZT		X	100%	
Oct-07	Battery Ups	1	Maruson	417406579 700a	(inclusive)	Purchased	GOVT.	BZT		x	100%	
Oct-07	Desktop Computer	1	Windows XP Professio	00045-681-529-166		Purchased	GOVT	POC		X	100%	
	MONITOR	1	Envision	96971CA001959	(inclusive)	(inclusive)	GOVT	POC		X	100%	
	Keyboard	1	Logitech	7000195	(inclusive)	(inclusive)	GOVT	POC		X	100%	
	MOUSE Logitech black	1	Logitech	HS701140LM6	(inclusive)	(inclusive)	GOVT	POC		X	100%	
Oct-07	Battery Ups	1	Maruson	417406576 700a	(inclusive)	Purchased	GOVT.	POC		x	100%	
Aug-07	Toshiba Satellite A205-S4577 Syste	1	Toshiba Satellite A205 /	37242806Q	\$ 1,500.00	purchasedsd	GOVT	CMS OFFICE		X	100%	Purchased by DSC
	* Power Cord w/ACDC Adapter	1			(inclusive)		GOVT	CMS OFFICE	x		100%	Purchased by DSC
	*Resource Guide and Warranty Bo	1			(inclusive)		GOVT	CMS OFFICE	x		100%	Purchased by DSC
	*Recovery and Applications/Drive	1			(inclusive)		GOVT	CMS OFFICE	x		100%	Purchased by DSC
	*Targus Nulon Computer Bag	1			(inclusive)		GOVT	CMS OFFICE	x		100%	Purchased by DSC
Aug-04	Toshiba Notebook	1	Toshiba Satellite A65 /	74037234Q	\$ 2,029.75	Purchased	GOVT.	CMS OFFICE		X	100%	
Aug-04	Power Point Projector w/case	1	Toshiba / TDP-S20	47220601	\$ 1,345.75	Purchased	GOVT.	CMS OFFICE		X	100%	
	NETSERVER Premio CPU	1	Micron Millenia	CSS-ADM-T32-MIS98			CSS FUNDII	COMPUTER ROOM		X	100%	
	FILESERVER BENQCPU	1	BENQ	CSS-CMS-M20-2K3	\$ 500.00		CSS FUNDII	COMPUTER ROOM		X	100%	
	Monitor(ERGO ULTRA VCA)	1		CSS-CMS-M15-MI3	\$ 200.00		GOVT.	COMPUTER ROOM		x	100%	comp.rm.
	Monitor(MULTISYNC 2V)	1	JC-1432VMA	940918	\$ 200.00		GOVT.	COMPUTER ROOM		x	100%	comp.rm.
	Premio computer screen monitor	1		GCOZ2L0568	\$ 200.00		CSS FUNDII	COMPUTER ROOM		x		
Aug-09	UPS(BATTERY) 600	1	BLACK NIGHT	G90303601	\$ 79.95	PURCHASED	CSS FUNDII	COMPUTER ROOM	x		100%	INSTALLED 8/14/2009
Aug-09	UPS(BATTERY) 600	1	BLACK NIGHT	G90303680	\$ 79.95	PURCHASED	CSS FUNDII	COMPUTER ROOM	x		100%	INSTALLED 8/14/2009
Mar-08	Printer 2175	1	HP PSC All-in-One	MY36EC7TK	\$ 300.00	Donation	CSS FUNDII	CMS OFFICE		x	100%	
	Printer 98A	1	HP laserjet 4 plus	USFB164059	\$ 500.00	Purchased	CSS FUNDII	COMPUTER ROOM		X	100%	
Dec-11	Pritner P1102W	1	HP Laserjet	VNB3x12330	\$ 329.99	Purchased	GOVT.	COMP. ROOM	X		100%	

ACQUIRE DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/LEASED WITH PROGRAM FUNDS OR	Location	CONDITION (i) (New, Fair, Poor)		% OF PROGRAM USE (j)	COMMENTS
Aug-04	Print Server	1	Trendnet	KC07251101255	\$ 79.75	PURCHASED	GOVT.	CMS OFFICE		x	100%	
Aug-04	HUB	1	N-WAY Mini Switch		\$ 94.75	PURCHASED	GOVT.	CMS OFFICE		x	100%	
1995	"L" type office organizer desk set	2			\$ 600.00	Purchased	CSS FUNDII	BZT/LRK		X	100%	
	Holga 5pc.open drawer	1	7053		\$ 600.00		CSS FUNDII	COMPUTER ROOM		X	100%	
1991	4 drawer Filing cabinet	9pcs	HOLGA		\$ 400.00	Purchased	CSS FUNDII	CMS OFFICE		x		
	4-drawer Filing Cabinet (beige)	3	HON		\$ 400.00	Purchased	CSS FUNDII	CMS OFFICE		x		
1994	5-drawer Office Desk	19 pcs			\$ 400.00	Purchased	CSS FUNDII	CMS OFFICE		x		
	4-drawer Filing Cabinet (Black)	2 pcs			\$ 300.00	Donated	CSS FUNDII	CMS OFFICE		x		
	2-drawer Filing Cabinet (beige)	1 pc	0659 FC15		\$ 300.00	Donated	CSS FUNDII	ZYK		x		
Jul-11	18-drawer Filing	1	Song Yin	SY-B4-TU-236G	\$ -	Donated	DSC	CMS OFFICE		x	100%	used for medicare forms
1991	Blue Lounge Chairs	18 pcs			\$ 300.00	Purchased	CSS FUNDII	CMS OFFICE		x		
1991	Rolling Office Chairs (blue)	32 pcs	RFM		\$ 200.00	Purchased	CSS FUNDII	CMS OFFICE		x		
1995	Conference Table w/9 chairs	1			\$ 500.00	Purchased	CSS FUNDII	TRAINING ROOM		X	100%	
	Paper Shredder	1	Royal JS88	PCUA-29079H	\$ 175.00	Purchased	GOVT	COMPUTER ROOM		x	100%	
Mar-09	Paper Cutter	1	SkilCraft			Donation	CSS FUNDII	CMS OFFICE		X	100%	
	Typewriter Stand	1	IBM		\$ 60.00	Purchased	CSS FUNDII	CMS OFFICE		x		
1995	Nortel Black Telephone	14 pcs	M5008		\$ 25.00	Purchased	CSS FUNDII	CMS OFFICE		x		
Aug-04	3½ PVC Vertical Window Blinds	11 pcs	Albaster		\$ 29.99	Purchased	GOVT.	CMS OFFICE		x		
Aug-04	Printer Copy Scanner	1unit	HP Laserjet Printer	CNBMOO-1569	\$ 669.75	Purchased	GOVT.	COMPUTER ROOM		x	0%	Not Working

Prepared by:  Ziola King, Program Aide

Verified by:  Lisa R. Kenworthy, Program Manager

Approved by:  Diana B. Calvo, Executive Director

Service Provider:
Catholic Social Service
Non-Profit Organization

FY 2011 Emergency Receiving Home

Administered by:
Division of Senior Citizens
Department of Public Health and Social Services

EMERGENCY RECEIVING HOME
2011 Year-To-Date Program Expenditures

In compliance with Public Law 30-196, Chapter XII, Section 11, the aforementioned is a full disclosure of all expenditures of funds for the Emergency Receiving Home Program for Fiscal Year 2011.

Rodolfo A. Manzano
Rodolfo A. Manzano, Chief Accountant
Catholic Social Service

11/4/11
Date

Diana B. Calvo
Diana B. Calvo, Executive Director
Catholic Social Service

11/4/2011
Date

No. of Months into Fiscal Year	0
Monthly Average of Expenditures:	\$0.00
Total Contract Award (Encumbrance):	\$461,726.76
Remaining Balance:	\$8,202.03

	October	November	December	January	February	March	April	May	June	July	August	September	YTD TOTAL	% of Tot	Budget Amount	Available Balance
ADMINISTRATION																
Salaries	2,357.61	2,357.61	2,204.85	2,204.85	2,204.85	2,204.85	2,204.85	2,204.85	2,204.85	2,204.85	2,204.85	1,890.61	26,439.48		28,549.97	2,210.49
FICA Taxes	188.78	185.31	182.64	182.64	182.64	182.64	182.64	182.64	182.64	182.64	182.64	182.64	2,210.49			(2,210.49)
Health & Welfare Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	986.22	0.00	986.22	0.00	0.00	1,972.44			(1,972.44)
Administration Personnel Total	2,546.39	2,542.92	2,387.49	2,387.49	2,387.49	2,387.49	2,387.49	3,373.71	2,387.49	3,373.71	2,387.49	2,063.25	30,622.41		28,549.97	(1,972.44)
Administration Operations	1,058.88	1,062.41	986.22	986.22	986.22	986.22	986.22	0.00	986.22	0.00	986.22	306.73	9,331.56		11,304.00	1,972.44
Administration Sub	3,605.27	3,615.33	3,373.71	3,373.71	3,373.71	3,373.71	3,373.71	3,373.71	3,373.71	3,373.71	3,373.71	2,369.98	39,953.97	8.8%	39,953.97	0.00
PERSONNEL & BENEFITS (110/111)																
Salaries	18,748.80	19,680.00	19,044.80	17,524.80	17,524.80	17,656.80	26,535.60	16,141.20	17,434.80	17,524.80	17,524.80	26,913.20	232,254.40		233,718.40	1,464.00
FICA Taxes	1,434.28	1,505.58	1,456.93	1,340.65	1,340.65	1,350.75	2,029.97	1,234.80	1,333.76	1,340.65	1,340.65	2,068.86	17,879.63		17,879.63	111.93
Health & Welfare Benefits	6,782.00	6,914.40	6,700.00	6,110.40	6,110.40	6,164.00	9,205.80	5,735.20	6,083.60	6,110.40	6,110.40	7,428.80	79,435.20		79,435.20	0.00
Health & Welfare FICA	517.29	528.95	512.55	487.45	487.45	471.55	704.24	438.74	465.40	467.45	467.45	588.27	6,076.79		6,076.79	0.00
Operations Sub	27,482.37	28,626.93	27,714.28	25,443.30	25,443.30	25,543.10	38,475.61	23,549.94	25,317.58	25,443.30	25,443.30	36,968.93	335,533.92		337,109.85	1,575.93
Subtotal (110/111)	31,067.64	32,244.26	31,067.99	28,617.01	28,617.01	29,016.81	41,849.32	26,923.85	28,691.27	28,617.01	28,617.01	39,536.91	375,487.89	82.8%	377,063.82	1,575.93
Sub Total (220)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
CONTRACTUAL (230)																
Equipment Maintenance	0.00	0.00	217.00	0.00	280.00	289.15	0.00	0.00	728.97	217.00	440.00	449.88	2,600.00		2,600.00	0.00
Lease - Van, Vehicle	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	1,345.00	16,140.00		16,140.00	0.00
Training	320.00	0.00	0.00	0.00	0.00	440.00	42.75	82.25	0.00	0.00	0.00	0.00	885.00		885.00	0.00
Payroll Fee	77.41	51.61	64.51	60.10	81.53	50.45	73.42	58.71	63.63	18.63	0.00	50.00	650.00		650.00	0.00
Printing - Forms	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00		300.00	0.00
Audit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	740.78	939.22	0.00	172.00	1,852.00		1,852.00	0.00
Trash Removal	374.50	287.87	407.72	472.85	270.04	91.02	0.00	0.00	0.00	0.00	0.00	0.00	1,884.00		1,884.00	0.00
Workman's Comp	0.00	0.00	0.00	0.00	0.00	254.25	0.00	0.00	289.14	829.61	0.00	0.00	1,353.00		1,353.00	0.00
Building Maint	0.00	0.00	21.39	0.00	0.00	429.27	0.00	0.00	50.00	500.00	99.92	99.42	1,200.00		1,200.00	0.00
Lease Equipment	0.00	0.00	0.00	0.00	178.62	303.00	1,846.97	0.00	982.00	982.00	239.38	234.83	3,763.80		3,763.80	0.00
Building Rental	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	1,800.00	21,600.00		21,600.00	0.00
Internet Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	399.45	399.45	0.00	0.00	399.45		399.45	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (230)	3,916.91	3,464.48	3,855.62	3,677.95	3,935.19	5,002.14	5,107.14	3,285.96	5,291.52	7,014.91	3,924.30	4,151.13	52,627.25	11.6%	52,627.25	0.00
SUPPLIES AND MATERIALS (240)																
Office Supplies	0.00	85.13	84.34	0.00	46.92	14.67	231.79	0.00	67.23	221.00	227.71	31.21	1,000.00		1,000.00	0.00
Household	0.00	0.00	166.21	100.00	583.20	49.40	355.43	0.00	290.80	35.66	439.30	0.00	2,000.00		2,000.00	0.00
Food	250.00	500.00	250.00	250.00	250.00	500.00	250.00	500.00	250.00	0.00	17.97	1,050.20	4,068.17		4,068.17	0.00
Fuel	0.00	0.00	1,364.26	303.17	416.88	240.08	0.00	175.85	0.00	0.00	0.00	850.00	3,350.00		3,350.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (240)	250.00	585.13	1,664.81	653.17	1,276.98	804.13	837.22	675.85	598.03	256.66	684.98	1,931.41	10,418.17	2.3%	10,418.17	0.00
EQUIPMENT (250) (under \$500)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (250)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
MISCELLANEOUS (290)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (290)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
UTILITIES (360)																
Power	529.97	1,094.18	843.50	1,802.36	589.77	983.33	881.06	711.51	1,136.09	774.92	914.67	968.78	11,030.16		15,750.00	4,719.84
Water	93.90	200.91	185.40	290.91	185.40	290.00	103.13	118.72	450.28	163.54	195.97	144.70	3,360.48		3,360.48	1,069.62
Telephone	159.29	428.06	655.79	159.29	681.49	159.28	0.00	264.34	0.00	0.00	0.00	0.00	2,507.52		2,507.52	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (360)	783.16	1,723.15	1,684.69	2,041.65	1,365.21	1,422.99	984.21	1,094.57	1,586.35	928.46	1,110.64	1,113.48	15,836.16	3.5%	21,617.52	5,779.36
CAPITAL OUTLAY (450) (above \$500)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (450)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
SUB-TOTAL	36,017.71	36,017.02	36,493.11	35,189.78	35,394.39	36,245.67	48,777.99	31,979.83	36,167.17	37,017.04	34,536.93	46,534.93	454,371.47		461,726.76	7,355.29
DISALLOWED COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
IMPOSED PENALTY (.5%) Narrative	180.09	180.09	0.00	0.00	0.00	0.00	243.89	0.00	0.00	0.00	0.00	232.67	846.74		0.00	0.00
IMPOSED PENALTY (1%) Budget	0.00	0														

AC: Frank

RECEIVED

116
2011 OCT 24 PM 4:14

FY-2011 RELEASE OF CLAIMS STATEMENT

CONTRACT: CATHOLIC SOCIAL SERVICE
PROGRAM NAME: EMERGENCY RECEIVING HOME PROGRAM
CONTRACT No.: P116A00367

SENIOR CITIZENS

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$461,726.76 lawful money of the United States of America and \$372,685.54 of which has been paid and \$80,839.19 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

IN WITNESS WHEREOF, this release has been executed this 21st day of October, 2011.

WITNESS:

GERI PANGELINAN
PRINT NAME

SIGNATURE

CATHOLIC SOCIAL SERVICE
CONTRACTOR
Diana B. Calvo
BY: DIANA B. CALVO
TITLE: EXECUTIVE DIRECTOR



I, RODOLFO A. MANZANA, certify that I am the CHIEF ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the V/P EXE. DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.

RODOLFO A. MANZANA
NAME AND SIGNATURE

DATE: 10/24/11

FY2011

NON-EXPENDABLE PROPERTY INVENTORY OVER \$5,000.00 IN VALUE

PROGRAM NAME: Emergency Receiving Home (ERH)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: October 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
2007	Nissan Quest 2007	1	Nissan		825/monthly	Leased	Program Funds	ERH		X		100%	3 year lease
2008	Nissan Altima 2008	1	Nissan		550/monthly	Leased	Program Funds	ERH	X			100%	3 year lease

INVENTORY PREPARED BY: Juliet D. Barroga Social Worker
SIGNATURE POSITION TITLE

INVENTORY VERIFIED BY: Juliet D. Barroga Social Worker
SIGNATURE POSITION TITLE

INVENTORY CERTIFIED BY: Diana Calvo 10/17/2011 Executive Director
SIGNATURE POSITION TITLE

RECEIVED
 SENIOR CITIZENS
 2011 OCT 13 11 31 13

FY2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

PROGRAM NAME: Emergency Receiving Home (ERH)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: October 2011

RECEIVED
PROPERTY

2011 OCT 18 PM 3:12  PAGE 01 of 04

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
2005	Microwave oven	1	Amana ACM2160AW	1010324SEA	299	Purchased	DSC	ERH			X	100%	Topy's Furniture (Not Working)
2005	Gas barbecue station with wheels	1	Sunshine CM 4000		289	Purchased	DSC	ERH	X			100%	Cost-U-Less
2005	Hot & cold water dispenser	2	Royal Sovereign RWDC-28LS		189.99	Purchased	DSC	ERH		X		100%	Cost-U-Less (1 broken)
2005	Vacuum Upright	1	Hoover U5154-900		180	Purchased	DSC	ERH		X		100%	New Emporium (not working)
2005	Twin size bed (frame & mattress)	3	Lynden		169	Purchased	DSC	ERH		X		100%	Town House
2005	5 Drawer Dresser	6	Tucker		350	Purchased	DSC	ERH		X		100%	Town House
2005	Nightstand	4	Tucker		99	Purchased	DSC	ERH		X		100%	Town House (4 missing)
2005	Entertainment center	1	Mission		369	Purchased	DSC	ERH		X		100%	Town House
2005	Electric range	1	Admiral #AER-1110		299	Purchased	DSC	ERH			X	100%	Town House (Broken)
2005	Console table	1	Genesis		129	Purchased	DSC	ERH		X		100%	Town House
2005	Bath & shower chair	2	30400-04		69.10	Purchased	DSC	ERH		X		100%	Isla Home Infusions
2005	Over bed tables	4	IC-6418		185	Purchased	DSC	ERH		X		100%	Isla Home Infusions
2005	Trash cans small	20	Brown		3.69	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Alarm clock	10	Sentry CL 939	C2020YC	8.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Steam & dry iron	1	Black & Decker F363		19.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	5-Speed hand mixer	1	Rival MX650W		19.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	Dial Weight Scale	1	Health-O-Meter HAB117-01		69.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	16-Speed blender	1	Oster 6643-900		39.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	12-Cup coffee maker	1	Proctor-Silex 46801		24.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	10-Cup rice cooker	1	Sanyo EC-510		69.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	16 pc. Baking set with measuring cups	1	Progressive PBS-16		14.39	Purchased	DSC	ERH		X		100%	Ace
2005	10" Spatula	1	Rubbermaid 1901-97		1.69	Purchased	DSC	ERH		X		100%	Ace
2005	Can/bottle opener	1	Ekco 08540		1.39	Purchased	DSC	ERH		X		100%	Ace
2005	Roll table cloth vinyl	28 yd.	Lace Wreath		6.99	Purchased	DSC	ERH		X		100%	Ace
2005	Dish rack drainer	1	Rubbermaid 6008		9.95	Purchased	DSC	ERH		X		100%	Ace
2005	Electric can opener	1	Proctor-Silex 75210	C2020YC	19.95	Purchased	DSC	ERH		X		100%	New Emporium
2005	Cooking timer	1	Lux & Sunbeam		8.95	Purchased	DSC	ERH		X		100%	Ace
2005	Storage containers 40 gal.	2	Rubbermaid		21.89	Purchased	DSC	ERH		X		100%	Ace

FY2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

PROGRAM NAME: Emergency Receiving Home (ERH)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: October 2011

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
2005	Kitchen utensil organizer	1	Copco		8.49	Purchased	DSC	ERH		X		100%	Ace
2005	Bed pans	20	Vollrath		1.09	Purchased	DSC	ERH		X		100%	Med Pharm
2005	Utility shelf storage	1	VL430		16.07	Purchased	DSC	ERH		X		100%	Bensons
2005	Toilet bowl brushes	3	CNJ509001		1.95	Purchased	DSC	ERH		X		100%	Sunny Cash & Carry
2005	Clock large face	1	Advance 8006		2.81	Purchased	DSC	ERH		X		100%	Bensons
2005	Ironing Board	1	Homz		19.99	Purchased	DSC	ERH		X		100%	Bensons
2005	Garden tool organizer	1	8ft. Galvanized steel		11.55	Purchased	DSC	ERH		X		100%	Ace
2005	Small gardening tools	1	Ace 7115587		18.29	Purchased	DSC	ERH		X		100%	Ace
2005	Water can plastic	1	Duraco AW21 CBLT		4.89	Purchased	DSC	ERH		X		100%	Ace
2005	Wet & dry vacuum	1	Shop Vac 3150		49.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Iron	1	Toastmaster 3302		10.99	Purchased	DSC	ERH		X		100%	Ace
2005	Shovel round point	1	Falcon 73630		8.99	Purchased	DSC	ERH		X		100%	Bensons
2005	Barbeque tools 3 pc.	1	Keanall KA449		7.27	Purchased	DSC	ERH		X		100%	Bensons
2005	Garden Hose	2	Swan CG3475		24.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Garden gloves	5	Jersey 'N More 7791		2.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Rake	1	Union Tools 64582		9.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Buckets	2	Sterilite 1121		3.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Broom	2	Quickie 745		6.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Cutlery set with wood block 13 pc.	1	Kittamore Model 6613		34.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Rice dispenser 22Lb.	1	Aroma ARD-125		49.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Trash cans 32 gal. with lid	3	Contico 3220tpny		15.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Folding chairs	20	Cosco 14-885		23.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Polyethylene disposable gloves	10	Clean Ones		5.59	Purchased	DSC	ERH		X		100%	Cost-U-Less (Replaced)
2005	Can opener manual ergonomic	1	Trudeau		9.95	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Standard cooking set 7 pc.	1	Metro 18/10		24.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Tongs heavy-duty utility 4 pc. set	6	Polar Ware T1900H		12.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Dish set service for 4 16 pc.	3	Gibson Stoneware		11.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Eating utensils service for 4	3	Metro		9.99	Purchased	DSC	ERH		X		100%	Cost-U-Less (Replaced)
2005	All purpose utility cart	1	18304		59.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Hand Towels 6/pk	5	16"x 27"		8.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Kitchen Towels	6	Printed Velour		2.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Kitchen Set Towel Potholder	2	RN22195		4.99	Purchased	DSC	ERH		X		100%	Cost-U-Less
2005	Laundry Basket	3	Sterelite 1215		6.99	Purchased	DSC	ERH		X		100%	Cost-U-Less

FY2011 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE

PROGRAM NAME: Emergency Receiving Home (ERH)
LOCATION: Dededo, Guam
DATE OF INVENTORY REVIEW: October 2011

RECEIVED
-DSC-

2011 OCT 18 11:31 AM PAGE 03 of 04

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL ©	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED/ LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
2005	Hamper with lid	3	Sterelite		8.99	Purchased	DSC	ERH		X		100%	Cost -U- Less
2005	Shower Curtain 70"x 72"	5	9003		5.99	Purchased	DSC	ERH		X		100%	Cost- U- Less
2005	Bath Mats non skid	4	Classic # 48		4.99	Purchased	DSC	ERH		X		100%	Cost- U- Less
2005	Rags	1			11.99	Purchased	DSC	ERH		X		100%	Cost-U- Less
2005	Hammer	1	Olympia 16		5.99	Purchased	DSC	ERH		X		100%	Cost- U- Less
2005	Vinyl mattress covers 80" x 36"x 6	30	Graf co 3862-1		6.99	Purchased	DSC	ERH		X		100%	Med-Pham
2005	Manual crank hospital bed with mattress.	1	Invacare		1100	Purchased	DSC	ERH		X		100%	Health Care Specialties
2005	32" Flat screen TV	1	Sony 32FS320	SO/4017028-8	899	Purchased	DSC	ERH		X		100%	Micropac
2005	7 pc. Dinette set	2	Mocha		501	Purchased	DSC	ERH		X		100%	Town House
2005	11 pc. Living room set	1	Marcoco		3931	Purchased	DSC	ERH			X	100%	Town House
2005	Office desk	2	Genesis		574	Purchased	DSC	ERH		X		100%	Town House
10/06/2009	Refrigerator	1	GE			Purchased		ERH	X			100%	
2005	Counter high table with 8 chairs	1	Home elegance		1099	Purchased	DSC	ERH		X		100%	Town House
1/1/2003	CPU & Monitor Microsoft Windows XP		QEM	0043-491-472-120		Purchased	Program Funds	ERH		X		100%	
1/1/2003	Printer	1	Epson Stylus C2	EJSY095960		Purchased	Program Funds	ERH		X		100%	
3/19/2004	CPU Celeron 2.4 GHZ	1	128K 400MHZ BOX			Purchased	Program Funds	ERH		X		100%	
3/31/2004	Camera	1	Nikon F55D-35mm SLR			Purchased	Program Funds	ERH		X		100%	
9/29/2005	Canon Image Class	1	MF5770			Purchased	Program Funds	ERH		X		100%	
6/6/11	Electronic battleship game	1				Donated	DSC	ERH		X		100 %	
6/6/11	Checker set, wood	1				Donated	DSC	ERH		X		100 %	
6/6/11	Rubber Stress ball, red	2				Donated	DSC	ERH		X		100 %	
6/6/11	Plates, 3 compartment, plastic	2				Donated	DSC	ERH		X		100 %	
6/6/11	8 oz no-spill cups, plastic	2				Donated	DSC	ERH		X		100 %	
6/6/11	Transparent mug with sprout	1				Donated	DSC	ERH		X		100 %	
6/6/11	Right handed fork—comfort grip	2				Donated	DSC	ERH		X		100 %	
6/6/11	Left handed fork—comfort grip	2				Donated	DSC	ERH		X		100 %	
6/6/11	Weighted fork	2				Donated	DSC	ERH		X		100 %	
6/6/11	Weighted knife	1				Donated	DSC	ERH		X		100 %	
6/6/11	Relaxation mask	1				Donated	DSC	ERH		X		100 %	
6/6/11	Exercise mat, foldable	1				Donated	DSC	ERH		X		100 %	

2011 OCT 18 11:31 AM
% OF PROGRAM USE (j)
SENIOR CITIZENS

6/6/11	Arthritis mug	2			Donated	DSC	ERH	X	100 %
6/6/11	Weighted soup spoon	1			Donated	DSC	ERH	X	100 %
6/6/11	Weighted tea spoon	1			Donated	DSC	ERH	X	100 %
6/6/11	Left handed spoons	2			Donated	DSC	ERH	X	100 %
6/6/11	Right handed spoons	2			Donated	DSC	ERH	X	100 %
6/6/11	Swivel-type spoons	2			Donated	DSC	ERH	X	100 %
6/6/11	Swivel-type knife	1			Donated	DSC	ERH	X	100 %

INVENTORY PREPARED BY:

Juliet D. Barroga
Juliet D. Barroga

SIGNATURE

Social Worker

POSITION TITLE

INVENTORY VERIFIED BY:

Juliet D. Barroga
Juliet D. Barroga

SIGNATURE

Social Worker

POSITION TITLE

INVENTORY CERTIFIED BY:

Diana Calvo 10/17/2011
Diana B. Calvo

SIGNATURE

Executive Director

POSITION TITLE

2011 OCT 19 AM 2:13
OFFICE OF SENIOR CITIZENS

RECEIVED



GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
DIVISION OF ACCOUNTS

LIQUIDATE OF FULL OR PARTIAL ENCUMBRANCE

TRAN CODE	220
DOCUMENT NO. <i>(Purchase Order or Contract No.)</i>	P116A00367
JOB ORDER NO.	1731-11-005 / 230 5100A11731CE005230
AMOUNT	{ 8,202.03 }
PRIOR REFERENCE NO. <i>(Requisition No.)</i>	
VENDOR NAME	Catholic Social Service
VENDOR NO.	C2408101

REMARKS: Request is submitted to liquidate \$8,202.03 as completed total for PO is \$453,524.73. Purchase order's encumbrance total is \$461,726.76.

Should you require additional information, please call Tommy Taitague at 735-7421.

PREPARED BY:

Tommy C. Taitague
Administrative Officer

Name & Title

Tommy C. Taitague

Signature

10-24-11

Date

APPROVED BY:

Arthur U. San Agustin, MHR
Senior Citizens Administrator

Name & Title

Arthur U. San Agustin

Signature

10/24/11

Date

Service Provider:
Catholic Social Service
Non-Profit Organization

FY 2011 In-Home Services

Administered by:
Division of Senior Citizens
Department of Public Health and Social Services

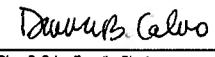
IN-HOME SERVICES
2011 Year-To-Date Program Expenditures

In compliance with Public Law 30-196, Chapter XIII, Section 11, the aforementioned is a full disclosure of all expenditures of funds for the In-Home Services Program for Fiscal Year 2011.


Rodolfo A. Manzano, Chief Accountant/
Catholic Social Service

Date

11/4/11


Diana B. Calvo, Executive Director
Catholic Social Service

Date

11/4/2011

No. of Months into Fiscal Year	12
Monthly Average of Expenditures:	\$90,265.55
Total Contract Award (Encumbrance):	\$1,105,903.99
Remaining Balance:	\$22,717.43

	October	November	December	January	February	March	April	May	June	July	August	September	YTD TOTAL	% of Tot	Budget Amount	Available Balance
ADMINISTRATION																
Salaries	3,704.82	3,704.82	3,704.82	3,704.82	3,704.82	3,704.82	3,704.82	3,704.82	3,704.82	1,654.11	0.00	0.00	34,997.49		37,639.13	2,641.64
FICA Taxes	278.29	278.29	278.29	278.29	278.29	278.29	278.29	278.29	278.29	137.03	0.00	0.00	2,641.64		0.00	(2,641.64)
Health & Welfare Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Administration Personnel Total	3,983.11	3,983.11	3,983.11	1,791.14	0.00	0.00	37,639.13		37,639.13	0.00						
Administration Operations	1,663.95	1,765.48	1,539.97	1,583.36	1,583.36	1,583.36	1,583.36	1,583.36	1,583.36	1,583.36	1,583.36	1,650.72	19,287.00		19,287.00	0.00
Administration Sub	5,647.06	5,748.59	5,523.08	5,566.47	5,566.47	5,566.47	5,566.47	5,566.47	5,566.47	3,374.50	1,583.36	1,650.72	56,926.13	5.3%	56,926.13	0.00
PERSONNEL & BENEFITS (110/111)																
Salaries	51,760.27	48,153.23	49,782.23	49,591.66	48,822.37	48,862.49	71,383.02	49,925.67	48,912.64	50,752.88	50,512.16	75,492.68	643,951.30		656,970.45	13,019.15
FICA Taxes	3,959.66	3,683.72	3,808.34	3,793.76	3,734.91	3,737.98	5,460.80	3,819.31	3,741.82	3,882.60	3,864.18	5,775.19	49,258.27		50,258.27	995.97
Health & Welfare Benefits	16,464.00	15,347.50	15,893.50	15,827.00	15,536.50	15,550.50	22,659.00	15,921.50	15,568.00	16,156.00	16,072.00	24,066.00	205,061.50		211,381.00	6,319.50
Health & Welfare FICA	1,259.50	1,174.08	1,215.85	1,210.77	1,188.54	1,189.61	1,733.41	1,217.99	1,190.95	1,235.93	1,229.51	1,841.05	15,687.19		16,170.65	483.46
Operations Sub	73,443.43	68,358.53	70,699.92	70,423.19	69,282.32	69,340.58	101,236.23	70,884.47	69,413.41	72,027.41	71,677.85	107,174.92	913,962.26		934,780.35	20,818.09
Subtotal (110/111)	79,090.49	74,107.12	76,223.00	75,989.66	74,848.79	74,907.05	106,802.70	76,450.94	74,979.88	75,401.91	73,261.21	108,825.64	970,888.39	89.6%	991,706.48	20,818.09
220 TRAVEL																
Local Travel	3,617.92	3,334.00	2,921.29	2,235.51	4,396.57	3,374.11	3,348.56	3,318.28	3,441.99	3,332.03	6,325.85	353.89	40,000.00		40,000.00	0.00
Sub Total (220)	3,617.92	3,334.00	2,921.29	2,235.51	4,396.57	3,374.11	3,348.56	3,318.28	3,441.99	3,332.03	6,325.85	353.89	40,000.00	3.7%	40,000.00	0.00
CONTRACTUAL (230)																
Equipment Maintenance	490.57	0.00	189.45	208.33	250.00	451.95	112.29	74.94	180.60	182.00	274.15	241.80	2,656.08		2,656.08	0.00
Lease Equipment	83.32	0.00	69.60	172.92	20.00	154.08	18.84	0.00	172.92	102.00	172.92	33.24	999.84		999.84	0.00
Building Rent	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	2,364.00	28,368.00		28,368.00	0.00
Training	1,440.00	0.00	200.00	0.00	240.00	620.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00		2,500.00	0.00
Payroll Fee	163.00	81.10	60.01	163.33	128.12	79.28	115.37	92.26	90.41	325.00	197.00	465.12	1,960.00		1,960.00	0.00
Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	410.00	405.00	0.00	815.00		815.00	0.00
Printing	0.00	0.00	0.00	0.00	0.00	0.00	740.00	0.00	0.00	260.00	0.00	0.00	1,000.00		1,000.00	0.00
Audit	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,164.08	1,510.92	0.00	310.00	2,985.00		2,985.00	0.00
Trash Removal	116.75	78.57	40.89	224.43	76.75	92.16	85.73	100.08	3.00	89.02	274.59	219.03	1,401.00		1,401.00	0.00
Workman's Comp.	0.00	0.00	0.00	0.00	1,108.00	220.00	0.00	0.00	0.00	888.00	444.03	0.00	2,660.03		2,660.03	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (230)	4,657.84	2,523.67	2,923.95	3,133.01	4,186.87	3,981.47	3,436.23	2,631.28	3,975.01	6,130.94	4,131.69	3,633.19	45,344.95	4.2%	45,344.95	0.00
SUPPLIES AND MATERIALS (240)																
Office Supplies	0.00	198.62	135.36	133.51	485.50	1,100.40	115.75	509.86	0.00	0.00	0.00	0.00	2,680.00		2,680.00	0.00
Household	31.50	3,475.60	618.71	0.00	0.00	0.00	17.83	0.00	0.00	361.50	475.66	3,600.07	8,578.87		8,578.87	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,410.00	3,410.00		3,410.00	0.00
Subtotal (240)	31.50	3,674.22	752.07	133.51	485.50	1,100.40	133.58	509.86	0.00	361.50	475.66	7,010.07	14,668.87	1.4%	14,668.87	0.00
EQUIPMENT (250) (under \$5,000)																
Paper Shredder	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	499.10	499.10		499.10	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (250)	0.00	0.00	0.00	0.00	0.00	499.10	499.10	0.0%	499.10	0.00						
MISCELLANEOUS (290)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (290)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00						
UTILITIES (360)																
Power	598.58	1,288.34	943.12	616.40	461.41	552.42	662.03	612.64	695.98	594.96	643.09	695.98	8,364.95		8,959.93	594.98
Water	140.41	117.38	128.50	140.41	126.04	130.55	88.62	50.27	69.56	70.95	99.18	71.02	1,232.89		1,685.00	452.11
Telephone	140.18	180.16	140.16	140.18	140.16	180.16	280.32	140.16	140.16	91.74	280.32	28.90	1,882.56		1,882.56	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (360)	879.15	1,585.88	1,211.78	896.97	727.61	863.13	1,030.97	803.07	905.70	757.65	1,022.59	795.90	11,480.40	1.1%	12,527.49	1,047.09
CAPITAL OUTLAY (450) (above \$5,000)																
Color Inkjet Printer	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	528.00	528.00		528.00	0.00
Manual Binding Machine	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	629.10	629.10		629.10	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (450)	0.00	0.00	0.00	0.00	0.00	1,157.10	1,157.10	0.1%	1,157.10	0.00						
SUB-TOTAL	88,276.70	85,22														

RECEIVED
-DPH-2011

FY-2011 RELEASE OF CLAIMS STATEMENT

#158
2011 OCT 31 PM 2:38
Hinter
DIVISION OF
SENIOR CITIZENS

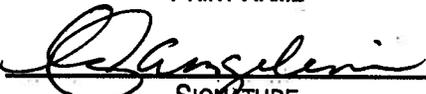
CONTRACT: CATHOLIC SOCIAL SERVICE
PROGRAM NAME: IN HOME SERVICES
CONTRACT No.: P116A00311

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$1,083,186.56 lawful money of the United States of America and \$875,694.67 of which has been paid and \$207,491.89 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

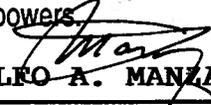
IN WITNESS WHEREOF, this release has been executed this
31 day of October, 2011.

WITNESS:

GERI PANGELINAN
PRINT NAME

SIGNATURE

CATHOLIC SOCIAL SERVICE
CONTRACTOR
By: Diana B. Calvo
DIANA B. CALVO
TITLE: EXECUTIVE DIRECTOR

I, RODOLFO A. MANZANA, certify that I am the CHIEF ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the V/P EXE. DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.


RODOLFO A. MANZANA
NAME AND SIGNATURE

DATE: 10/31/11



GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
DIVISION OF ACCOUNTS

LIQUIDATE OF FULL OR PARTIAL ENCUMBRANCE

TRAN CODE	220
DOCUMENT NO. <i>(Purchase Order or Contract No.)</i>	P116A00311
JOB ORDER NO.	1730-11-003 / 230 5100A111730GA003230
AMOUNT	{ 47,232.41 }
PRIOR REFERENCE NO. <i>(Requisition No.)</i>	_____
VENDOR NAME	Catholic Social Service
VENDOR NO.	C2408101

REMARKS: Request is submitted to liquidate \$47,232.41 as completed total for PO is \$1,083,186.56. Purchase order's encumbrance total is \$1,130,418.97.

Should you require additional information, please call Tommy Taitague at 735-7421.

PREPARED BY:

Tommy C. Taitague
Administrative Officer

Name & Title

Signature

10-21-11

Date

APPROVED BY:

Arthur U. San Agustin, MHR
Senior Citizens Administrator

Name & Title

Signature

10/21/2011

Date

