



UNIVERSITY OF CENTRAL ARKANSAS

DEPARTMENT OF PSYCHOLOGY AND COUNSELING

Femina Varghese, PhD

Elson Bihm, PhD

“Re-entry e-Career Services for Parolee Employment Obtainment”

Offenders who leave prison are at risk of returning. In Arkansas 48.8% of parolees released from Arkansas prisons return to prison within 3 years (Arkansas Department of Correction, 2011). This costs state governments millions of dollars. Specifically, it costs the state of Arkansas \$23,089 per year to incarcerate one offender in an ADC prison (Arkansas Department of Correction Report, 2014). In addition, once they leave, having parolees on government assistance is still costly and leaves them at risk of offending, as gainfully employed offenders are the ones less likely to recidivate. Welfare costs the state of Arkansas per family \$17,423 per year (Tanner & Hughes, 2013). Employed offenders, on the other hand, would cost the state \$0 and the offenders would instead be able to pay into the state through tax dollars by their earned income.

Successful ex-offenders are not just those who no longer commit crimes, they are those who are integrated into the community as productive, tax-paying employed citizens. However, newly released offenders face many barriers in obtaining employment, including criminal record, transportation issues, discrimination, and a poor work attitude. Therefore, interventions are needed to help offenders obtain jobs and maintain positive career orientation, as positive career orientation is one of the leading factors in desistance. Such career interventions would save taxpayer dollars related to recidivism, increase public safety, and would help offenders contribute back to society through taxes from gainful employment. Along these lines, the most effective interventions for job obtainment involve career counseling, with individualized attention and feedback. This proposed pilot program endeavors to do just that through helping offenders obtain jobs by pairing them with trained career counselors who will provide individual attention on a weekly basis, until the offender has obtained a job and risk factors for recidivism are lowered.

Offenders need to obtain jobs and consider their career goals in realistic, attainable terms. In order to do so, we will develop a pilot project that will develop an innovative e-career counseling program that integrates science in criminal justice, vocational psychology, and social psychology literature.

Methods

The proposed pilot project will explore the feasibility of developing a scientifically-based intervention specifically for Arkansas parolees to decrease recidivism and increase job obtainment.

Participants: Participants will be adult male parolees from the Arkansas Department of Community Corrections. In addition, Ph.D. and M.S. students in the Department of Psychology and Counseling of the University of Central Arkansas will be trained and given weekly supervision to provide career interventions to parolees. The career interventions will be tailored to the risk levels (risk of recidivism) of offenders so that they are relevant and potent. Therefore, length of treatment for the offender will vary in connection with the offender's risk to recidivate.

Materials: The counseling will take place electronically through computers and the web. Therefore, researchers will need a room in the parole offices of the Arkansas Department of Community Corrections as well as computers set up for such electronic communication. We will also work with the Arkansas Department of Community Corrections to obtain recidivism data about the parolees.

Procedures: Career counselors at UCA will communicate via tele-health technology. Every parolee will meet with a counselor individually for electronic sessions. All interventions will combine evidence-based practices from the criminal justice psychology, vocational psychology, and values affirmation. After obtaining the recidivism risk level of the offender through the parole office, and through clinical evaluation of risk and need, clients will be given career interventions based on their individual needs. All career counselors will work with Arkansas Department of Community Corrections to connect parolees with available resources to overcome work barriers (e.g., transportation, clothing, etc.).

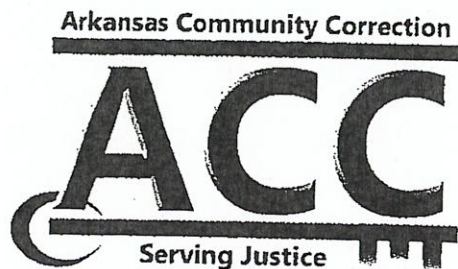
Further, offender risk factors to recidivism such as employment attitudes, criminal thinking, antisocial personality, antisocial peers, and substance abuse will be targeted. The project will include the five components for effective career intervention: modeling, building social supports, individualized assessment, providing accurate information on the real world of work, and written exercises. Finally, values affirmation will be used to reinforce the integrated career counseling to increase motivation to pursue career goals consistent with personal values.

Quality counseling utilizing evidence-based techniques will be utilized throughout the sessions, and trained Ph.D. counseling-psychology and M. S. counseling students will provide the services. Offenders will be given personalized, interventions that they would otherwise not receive. They would be able to learn to consider their own values in light of their behavior, see their strengths and weaknesses in terms of their job interests, learn better ways to manage and cope with stress.

Results:

The ultimate result of this project is to potentially save the state millions of taxpayer dollars as a result of decreased recidivism and tax dollars paid into the system by employed offenders. For example, ADC has noted that in 2011, 440 offenders returned to prison within 6 months. Considering that each inmate incarcerated costs the state \$23,089 per year, this costs the state \$10,159,160 per year (over 10 million dollars per year) to incarcerate those 440 offenders who recidivate. In 2011, 3,308 offenders returned to prison within 3 years, costing the state \$76,378,412 per year (over 76 million dollars). Indeed, if this proposed program reduces recidivism in just 5 parolees, the state would save \$115,445 per year in incarceration costs. In 10 years that would be a savings of over 1 million dollars.

This initial pilot program will develop the program in the first year with 5-7 parolees. The second year we will then pilot the program by counseling approximately 25 parolees. The third year will be focused on assessing the outcome of the pilot program and testing the program with refinements. This three-year approach will allow us to develop an innovative and effective program for helping offenders obtain jobs. Parolees from this original pilot program will be examined on recidivism, employment length, and career development factors to see the strengths of the approach as well as to examine the weaknesses so that any weaknesses can be changed for a more effective treatment. At the end of 3 years a preliminary manual will be developed from this pilot project so that it can be replicated with other parolees and continued to be tested for its efficacy.



Arkansas Community Correction

Two Union National Plaza Building
105 West Capitol, 3rd Floor
Little Rock, AR 72201-5731
501-682-9510 (office) 501-682-9513 (fax)

February 17, 2016

Tom Courtway, President
University of Central Arkansas
201 Donaghey Ave.
Conway, AR 72035

Dear President Courtway:

Arkansas Community Correction (ACC) wishes to express its support and enthusiasm for the proposal for e-Career Counseling for Parolee Employment Obtainment put forward by Femina Varghese, Ph.D. ACC has enjoyed a productive relationship with Dr. Varghese over the last six years and looks forward to continuing to do so through this pilot project.

Specifically, ACC will, where feasible, support the project in the following ways:

1. ACC will work with UCA to locate and make available appropriate space for weekly video conferences between participating parolees and their career counselors. Space is likely to be in one of our Parole and Probation field offices or provided in cooperation with a Re-entry Center housing inmates on early release from ADC.
2. ACC network maintenance personnel will work with UCA personnel to achieve adequate networking to support the pilot.
4. The ACC Research Section will cooperate in the project planning sessions with UCA staff and provide data as contemplated by the proposal.

I thank Dr. Varghese for her past research in support of ACC's mission and have every confidence in her ability to succeed in this endeavor.

Sincerely,

Kevin Murphy, Chief Deputy Director
Arkansas Community Correction

September 8, 2016

3 years

BUDGET

Femina Varghese

Elson Bihm

It is also assumed that the final budget will be approved by the UCA Office of Sponsored Programs.

Graduate-Student Project Coordinator. A doctoral-level graduate student will serve as the project coordinator at \$12,500 for a nine-month academic year and \$3000 for summer. This person will coordinate activities between the university and the demonstration sites, will supervise the other two graduate students (below), and will work with the department on business matters. This person will also collect and analyze data, including pre- and post-tests, and assist in developing the treatment protocol.

$$\$15,500 (12\text{-months}) + \$47 (\text{fringe}) = \$15,547 \times 3 \text{ years} = \$46,641$$

Career Counselors. Three doctoral-level students (or master's-level equivalents) will work as career counselors via an online medium at \$11,500 for the academic year in \$2,500 for the summer. These persons will also carry a caseload of 25 clients each in a year and will collect and analyze data, as well as assist in the collection and analysis of pre- and post-test data.

$$\begin{aligned} \$14,000 + \$42 (\text{fringe}) \times 3 \text{ students} &= \$14,042 \times 3 \text{ Students} = \$42,126 \\ &\times 3 \text{ years} = \$126,378 \end{aligned}$$

Graduate Tuition Reimbursement. As an added incentive to attract well-qualified graduate student into the four critical graduate-student positions, we will also offer \$5,000 (per student) tuition reimbursements for each year of the project.

$$\$5,000 \times 4 \text{ students} = \$20,000 \times 3 \text{ years} = \$60,000$$

Project Director (and Principal Investigator). Dr. Femina Varghese (of the UCA Department of Psychology and Counseling) will serve as principal investigator. She will establish and direct all aspects of the program, supervise the data collection, supervise career/personal counseling, work with the department administrative assistants on financial matters, make up appropriate referrals, collect and analyze all data collection, etc. She will work with Bihm (see below) to develop treatment manuals and training materials that will be needed for both the clients and the counselors. She will also coordinate the activities of the Statistician, Vocational Curriculum Specialist, and Criminal Intervention Consultant (all described below) in the preparation of a yearly program-evaluation report (end of years 1 and 2) and a final program-evaluation report (end of year 3). This will necessitate 1/3 reassigned time from at least one class per semester during the academic year, as dictated by the grant requirements, and reassigned time for the summer (based on her possible summer salary).

$$\$19,878 (\text{salary for year 1, academic year}) + 6,162 (\text{fringe}) = \$26,040$$

$$\$20,079 (\text{summer salary, year 1}) + \$4,016 (\text{fringe}) = \$24,095$$

September 8, 2016

$\$20,475$ (salary for year 2, academic year) + $\$6,347$ (fringe) = $\$26,822$

$\$20,681$ (summer salary, year 2) + $\$4,136$ (fringe) = $\$24,817$

$\$21,089$ (salary for year 3, academic year) + $\$6,538$ (fringe) = $\$27,627$

$\$21,302$ (summer salary, year 3) + $\$4,260$ (fringe) = $\$25,562$

Total Salary (3 years) = \$154, 963

Audiovisual Technical Consultant. Dr. Helen Hu will serve as a technical consultant. She will guide the principal investigators in purchasing the appropriate equipment for online communication between the Department of Psychology and Counseling's Psychology Clinic and one-to-two on-site demonstration locations in Arkansas. She will be reimbursed with 25% of her possible three-months salary in the summer OF THE FIRST YEAR.

$\$5,290$ (summer salary, year 1) + $\$1,058$ (fringe) = $\$6,348$

Co-Principal Investigator. Dr. Elson Bihm (of the UCA Department of Psychology and Counseling) will serve as co-PI for the project only during the summer and will require reassigned time for $\frac{1}{2}$ of his possible summer salary for these services. He will also assist in developing the treatment manuals and training materials that will be needed for both the clients and the counselors.

$\$11,977$ (summer salary, year 1) + $\$2,395$ (fringe) = $\$14,372$

$\$12,336$ (summer salary, year 2) + $\$2,467$ (fringe) = $\$14,803$

$\$12,706$ (summer salary, year 3) + $\$2,541$ (fringe) = $\$15,247$

Total salary of Co-PI over 3 years = \$44,422

Statistician. A statistical consultant will be needed to collaborate with Drs. Varghese and Bihm on advanced statistical analyses (e.g., mediation and moderation methods) to further clarify the data and identify variables that will help predict success/failure in the program. In this way, the program can be improved, based upon tailoring interventions to individual needs. This person will assist the Project Director in the preparation of a yearly program-evaluation report (end of years 1 and 2) and a final program-evaluation report (end of year 3). This will require the professional services of a statistician, paid an honorarium of \$5,000 per year.

$\$5,000$ per year X 3 years = **\$15,000**

Vocational Curriculum Specialist. An honorarium of \$5,000 (for 100 hours work) will be needed to aid in the development of a comprehensive curriculum that will be used in this program. This person will also assist the Project Director in the preparation of a yearly program-evaluation report (end of years 1 and 2) and a final program-evaluation report (end of year 3).

September 8, 2016

$\$5,000 \times 3 \text{ years} = \$15,000$

Criminal Intervention Consultant. A consultant with expertise in providing psychological and vocational services to high-risk offenders in the community will be needed to provide a safe, workable intervention that will employ university students providing these much-needed services. This person will also assist the Project Director in the preparation of a yearly program-evaluation report (end of years 1 and 2) and a final program-evaluation report (end of year 3).

$\$3,000 \times 3 = \$9,000$

Programmer and Bookkeeper. A computer programmer (Ms. Emilee Bee) will be needed to modify the Good Grid (the interface to be used by the telecounselors to interact with the offenders), in order to make parts of the program more specific to career counseling. We would estimate the services of the computer programmer to be \$2,500 a year. In addition, the services of a bookkeeper (Ms. Kristina Lammers) will be required to help coordinate purchases, hour work sheets, personnel action forms, etc. We would estimate the services of the bookkeeper to be \$5,000 a year.

Professional services of computer programmer ($\$2,500 \times 3$) and bookkeeper ($\$5,000 \times 3$) = **\$22,500**

Travel to and from the demonstration sites by the Project Director (Varghese), AV Technical Consultant (Hu), graduate students, Data and Statistical Consultant, etc.

$\$2,000 \times 3 \text{ years} = \$6,000$

Equipment at UCA (Psychology Clinic). Eight complete high-speed PCs with HD webcams and microphones, private headsets, Microsoft Home Office, document cameras, large HD monitor, etc., and adequate hard-disk storage to preserve recording of sessions (needed for supervision) - at \$4,050 each. (This would include six in clinic rooms, one in Project Director's Office, and one in Project Coordinator's office/lab.)

Year 1 - $\$4,050 \times 8 \text{ (PC setups)} \times = \$32,400$

Year 2 - upgrade and replacement costs, services for four computers = \$8,000

Year 3 - upgrade and replacement costs, services for four computers = \$8,000

Total UCA equipment costs = **\$48,400**

Psychology Clinic on Dave Ward Drive, Conway, AR - Internet Service Provider; Phone Purchase and Service. The ISP for the Psychology Clinic on Dave Ward is Conway Corp, and the bandwidth is currently too weak to manage the load needed to conduct tele-counseling services. The project will need adequate internet service and bandwidth for all four computers in the UCA Psychology Clinic, at a monthly fee of \$149.00 per month. $\$149/\text{Month} \times 12 \text{ months} \times 3 \text{ years} = \$5,364$. In addition, we will require the purchase of a phone for the office, installation fee, and long-distance costs ($\$1,500/\text{year} \times 3 \text{ years} = \$4,500$).

ISP and Phone Purchase, Long-Distance $\times 3 \text{ years} = \$9,864$

September 8, 2016

Equipment at ACC Community Site. We must insure that the community site where the offenders will be receiving tele-counseling services will have adequate computers and the capacity to handle video and audio streaming. It does not appear that the community site will have extra high-quality computers that can be turned over to this project. Therefore, we are requesting four complete high-speed PCs with webcams and microphones, private headsets, Microsoft Home Office, document cameras, etc., and adequate hard-disk storage to preserve recording of sessions (needed for supervision) - at \$4,050 each. Further, the ACC will provide us with a large community room that will require us to segment into telecounseling rooms with room dividers (\$3,000).

Year 1 - \$4,050 X 4 (PC setups) = \$16,200

Year 1 – Room dividers = \$3,000

Year 2 - upgrade and replacement costs, services for four computers = \$4,000

Year 3 - upgrade and replacement costs, services for four computers = \$4,000

Total Community Site equipment costs = **\$27,200**

Arkansas Community Corrections – Internet Service Provider. We must insure that the ACC community site (where offenders will be seated while participating in the tele-counseling sessions) will have adequate band width to handle video and audio streaming. Therefore, the project will need adequate internet service and bandwidth for all designated computers in ACC community site, at a monthly fee of \$149.00 per month.

\$149/Month X 12 months X 3 years = **\$5,364**

Vocational Training and Evaluation Materials. Including interest and values inventories, social-cognitive scales, and additional risk assessments.

\$4,000 X 3 = **\$12,000**

Other Testing Supplies and Office Supplies, etc. Miscellaneous testing supplies, office equipment, office supplies, copying, etc.

\$4,000 X 3 years = **\$12,000**

Department's Contributions. The Department of Psychology and Counseling's Psychology Clinic will serve as the UCA-site for the career counselors. The department will provide ample office space. The counselors will have access to the clinic during regular business hours and off-hours. The department will insure replacement-faculty for classes usually taught by the faculty involved with this grant.

Indirect (F & A Costs) are estimated to be:

Total (over three years) = **\$110,256**

September 8, 2016

Parole Office Contributions. The Parole Office will work with the officers to enlist and supervise offenders needing career interventions (at a time that is convenient for both the participants and the UCA counselors). The parole office will provide at least two private offices that will hold the computers that will be used for online counseling (individual sessions may range from one or more times a week for up to 12 months, as needed based upon the risk-level of the offender and/or the difficulties in pursuing gainful employment). The parole office will coordinate all such activities from their end. The parole office will work with UCA to insure a quality internet hook-up that will provide suitable band-width and speed for one-on-one video/audio counseling. Once installed, the parole office it will provide its own technology support at the site. The parole office will provide adequate incentives to enlist and retain participants (e.g., adequate community service hours).

Year 1 (Total Project Costs) = \$246, 390

Year 2 (Total Project Costs) = \$230, 349

Year 3 (Total Project Costs) = \$227, 775

TOTAL AMOUNT OF UCA REQUIREMENTS

(for full 3 years of project) = \$731, 336

UCA Sponsored Programs (rev 9/2015)

BUDGET SPREADSHEET CUMULATIVE

(This sheet will automatically populate when the previous years have been filled in.)

Project Investigator(s): Varghese, Bihm, Hu						
Category	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL PROJECT
1c. SALARIES/ WAGES	\$114,724	\$110,992	\$112,597	\$0	\$0	\$338,313
1d. FRINGE BENEFITS	\$13,804	\$13,123	\$13,512	\$0	\$0	\$40,439
1e. SALARIES/ WAGES & FRINGE	\$128,528	\$124,115	\$126,109	\$0	\$0	\$378,752
2. TRAVEL	\$2,000	\$2,000	\$2,000	\$0	\$0	\$6,000
3. EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0
4. MATERIALS & SUPPLIES	\$64,676	\$25,076	\$25,076	\$0	\$0	\$114,828
5. PROFESSIONAL SERVICES	\$20,500	\$20,500	\$20,500	\$0	\$0	\$61,500
6. OTHER M&O	\$0	\$0	\$0	\$0	\$0	\$0
7. PARTICIPANT COSTS INCLUDED IN F&A CALCULATIONS	\$0	\$0	\$0	\$0	\$0	\$0
8. DIRECT COSTS (DOES NOT INCLUDE stipends/honorariums/ tuition or participant costs that can not be included in F&A calculations)	\$215,704	\$171,691	\$173,685	\$0	\$0	\$561,080
9. FACILITIES & ADMINISTRATIVE COSTS	\$37,389	\$36,172	\$36,695	\$0	\$0	\$110,256
10. STIPENDS/HONORARIUMS/ TUITION NOT INCLUDED IN F&A CALCULATIONS	\$20,000	\$20,000	\$20,000	\$0	\$0	\$60,000
11. PARTICIPANT COSTS NOT INCLUDED IN F&A	\$0	\$0	\$0	\$0	\$0	\$0
12. SUBAWARD AMOUNT	\$0	\$0	\$0	\$0	\$0	\$0
13. TOTAL PROJECT COSTS	\$273,092	\$227,863	\$230,380	\$0	\$0	\$731,336

Femina Varghese		\$20,079	100.00%	3	\$20,079	\$4,016	\$24,095
Elson Bihm		\$23,954	50.00%	1.5	\$11,977	\$2,395	\$14,372
Helen Hu		\$21,162	25.00%	0.75	\$5,290	\$1,058	\$6,348
						\$0	\$0
						\$0	\$0
						\$0	\$0
630900/Classified (STAFF) 12 month Calendar Year (fringe 31%):							
			12 month Calendar Year Institutional Base Salary	% Effort	Person Months	Salary Requested	Fringe 31%
							Total Salary & Fringe Requested
							\$0
							\$0
							\$0
							\$0
							\$0
							\$0
620900/Extra Help (Part-time or temporary full-time working 30 hours or							\$0
			Part-time or Temporary Full-Time Base Salary	% Effort	Person Months	Salary Requested	Fringe 31%
							Total Salary & Fringe Requested
							\$0
							\$0
							\$0
							\$0
							\$0
							\$0
660900/Extra Help (Part-time or temporary full-time working less than 30							\$0
			Part-time or Temporary Full-Time Base Salary	% Effort	Person Months	Salary Requested	Fringe 8%
							Total Salary Requested
							\$0
							\$0
							\$0
							\$0
							\$0
							\$0
1b. STUDENT PERSONNEL (Salaries/WAGES):							\$0

Please do not change formulas or type in the gray areas.

[illegible]

[illegible]

10. STIPENDS/ HONORARIUMS/ TUITION (No wages and NOT TO BE INCLUDED in F&A calculations if agency requires different rate from UCA's federally negotiated rate.)	Please do not change formulas or type in the gray areas.										
718200/Stipends by Purchase Order for Off- Campus (put description here)											\$0
750300/Stipends for UCA Students** (put description here)											\$0
Assistant Fee Waiver (for Tuition Reimbursement - \$5,000											\$20,000
750101/Scholarship (put description here)											\$0
710170/Tuition (put description here)											\$0
718210/Honorarium Non- UCA Employees ONLY (put description here)											\$0
10. TOTAL STIPENDS/ HONORARIUMS/ TUITION NOT INCLUDED in F&A CALCULATIONS											\$20,000
11. PARTICIPANT COSTS: (Participant costs that CAN NOT be included in the F&A calculations.)	Please do not change formulas or type in the gray areas.										
(put description here)											\$0
(put description here)											\$0
(put description here)											\$0

NOTE: To account for unforeseen adjustments in time and effort calculations during the period between this proposed budget and the potential award, time and effort will be evaluated again at award time to ensure appropriate personnel charges. UCA Sponsored Programs will work with the agency to ensure effort and other support are adjusted to appropriately accommodate the time and effort required on this grant.

BUDGET SPREADSHEET YEAR 2

[illegible]

[illegible]

620900/Extra Help (Part-time or temporary full-time working 30 hours or more per week) (fringe 31%):			Part-time or Temporary Full-Time Base Salary	% Effort	Person Months	Salary Requested	Fringe 31%	Total Salary & Fringe Requested
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
660900/Extra Help (Part-time or temporary full-time working less than 30 hours per week) (fringe 8%):			Part-time or Temporary Full-Time Base Salary	% Effort	Person Months	Salary Requested	Fringe 8%	Total Salary Requested
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
1b. STUDENT PERSONNEL (Salaries/WAGES):	Please do not change formulas or type in the gray areas.							
640900/Graduate Assistants: (list each GA separately, if name unknown use TBA) (fringe .30%)			Base Salary	% Effort	Person Months	Salary Requested	Fringe .30%	Total Salary Requested
Project Coordinator						\$15,500	\$47	\$15,547
Grad Assistant #1						\$14,000	\$42	\$14,042

[illegible]

3. EQUIPMENT										
Please do not change formulas or type in the gray areas.										
730200/Equipment (Capital/\$5,000 or more per item) (put description here)										\$0
Equipment Continued (put description here)										\$0
Equipment Continued (put description here)										\$0
3. TOTAL EQUIPMENT										\$0
4. MATERIALS & SUPPLIES										
Please do not change formulas or type in the gray areas.										
(includes equipment less than \$5,000 per item) (upgrade and replacement costs - (Testing supplies; PCOMS)										\$8,000
Supplies Continued (ISP services - UCA)										\$4,000
Vocational Training and Evaluation Costs)										\$1,788
(includes equipment less than \$5,000 per item)										\$3,000
Supplies Continued (ISP services - ACC)										\$4,000
4. TOTAL MATERIALS & SUPPLIES										\$1,788
										\$22,576
5. PROFESSIONAL SERVICES										
Please do not change formulas or type in the gray areas.										

[illegible]

7. PARTICIPANT COSTS: (Participant costs that CAN be included in the F&A calculations if agency requires different rate from UCA's federally negotiated rate.)	Please do not change formulas or type in the gray areas.										
(put description here)											\$0
(put description here)											\$0
(put description here)											\$0
(put description here)											\$0
7. TOTAL PARTICIPANT COSTS INCLUDED IN F&A CALCULATIONS											\$0
8. TOTAL DIRECT COSTS (DOES NOT INCLUDE stipends/ honorariums/tuition or participant costs that can not be included in F&A calculations)											\$166,691
9. 712300/FACILITIES & ADMINISTRATIVE COSTS	Please do not change formulas or type in the gray areas.										
Federally negotiated rate as of 1/24/2014 On Campus 32.59% of all Salaries & Wages											

Federally negotiated rate as of 1/24/2014 Off Campus 20.05% of all Salaries & Wages								Insert total salaries & wages in next box to the right		20.05%	\$0
Other agency rate @ 10% of Total Direct Costs								Insert total direct costs in next box to the right		10.00%	\$0
U.S. Department of Ed (among others) standard rate @ 8% of Total Direct Costs								Insert modified direct costs in next box to the right		8.00%	\$0
Other											\$0
9. TOTAL F&A COSTS											\$36,172
10. STIPENDS/ HONORARIUMS/ TUITION (No wages and NOT TO BE INCLUDED in F&A calculations if agency requires different rate from UCA's federally negotiated rate.) 718200/Stipends by Purchase Order for Off-Campus (put description here)											
											\$0

Please do not change formulas or type in the gray areas.

[illegible]

12. SUBAWARDS (check agency guidelines for allowability and maximums for F&A on subawards; for the amounts =>\$25,000 post to FFATA)	Please do not change formulas or type in the gray areas.									
Subaward Total Direct Costs (requires a separate detailed budget from subawardee)										\$0
Subaward F&A aka Indirect Costs (requires copy of federally negotiated contract from subawardee) (insert rate and rate type here)										\$0
12. TOTAL SUBAWARD AMOUNT										\$0
13. TOTAL PROJECT COSTS FOR YEAR 2										\$222,863

*ESTIMATED FRINGE BENEFITS BREAKDOWNS: For 31% includes: FICA/Medicare Tax 7.65%; Long-term Disability Insurance .20%; Worker's Compensation/Unemployment .27%; Misc/Fee Waivers/Athletic/Event Admission .60%; Sick Leave/Vacation .48%; Health Insurance 8.50%; Dental Insurance 1.00%; Life Insurance .50%; and Retirement 12.00%. For 20% includes: FICA/Medicare Tax 7.65%; Retirement 12.00%; Worker's Compensation/Unemployment .27%. For 8% includes: FICA/Medicare Tax 7.65%; Worker's Compensation/Unemployment .27%; For .30% includes: Worker's Compensation/Unemployment .27%.

**Stipend versus salary, which to use? Salary is when there is payment of services rendered and there is an employee/ employer relationship. For a stipend, it is payment of a living allowance for a training or learning experience from an individual fellowship award or institutional training grant.

NOTE: To account for unforeseen adjustments in time and effort calculations during the period between this proposed budget and the potential award, time and effort will be evaluated again at award time to ensure appropriate personnel charges. UCA Sponsored Programs will work with the agency to ensure effort and other support are adjusted to appropriately accommodate the time and effort required on this grant.

UCA Sponsored Programs (rev 9/2015)

BUDGET SPREADSHEET YEAR 3

Project Investigator(s):		Femina Varghese, Elson Bihm, Helen Hu				Department/ College:		CHBS, ED	
Project Title:		e-Counseling Center				Funding Agency:		State of Arkansas	
Project Period:	Begin Date:	9/1/2016	End Date:	8/31/2019	Budget Period:	Begin Date:	9/1/2018	End Date:	8/31/2019
Category (Banner Account/Description)	9 month Academic Year Institutional Base Salary	3 month Summer Salary	12 month Calendar Year Institutional Base Salary	% Effort	Person Months	Salary Requested	Fringe	Total Salary & Fringe Requested	
1a. PERSONNEL (Salaries):									
Please do not change formulas or type in the gray areas.									
Non-Classified (Faculty) 12 month Calendar Year (fringe 31%):			12 month Calendar Year Institutional Base Salary	% Effort	Person Months	Salary Requested	Fringe 31%	Total Salary & Fringe Requested	
Name goes here								\$0	\$0
								\$0	\$0
								\$0	\$0
								\$0	\$0
								\$0	\$0
								\$0	\$0
Non-Classified (Faculty) 9 month Academic Year (fringe 31%):	9 month Academic Year Institutional Base Salary			% Effort	Person Months	Salary Requested	Fringe 31%	Total Salary & Fringe Requested	

[illegible]

620900/Extra Help (Part-time or temporary full-time working 30 hours or more per week) (fringe 31%);			Part-time or Temporary Full-Time Base Salary	% Effort	Person Months	Salary Requested	Fringe 31%	Total Salary & Fringe Requested
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
660900/Extra Help (Part-time or temporary full-time working less than 30 hours per week) (fringe 8%);			Part-time or Temporary Full-Time Base Salary	% Effort	Person Months	Salary Requested	Fringe 8%	Total Salary Requested
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
							\$0	\$0
1b. STUDENT PERSONNEL (Salaries/WAGES):	Please do not change formulas or type in the gray areas.							
640900/Graduate Assistants: (list each GA separately, if name unknown use TBA) (fringe .30%)			Base Salary	% Effort	Person Months	Salary Requested	Fringe .30%	Total Salary Requested
Project Coordinator								
Grad Assistant #1						\$15,500	\$47	\$15,547
Grad Assistant #2						\$14,000	\$42	\$14,042
Grad Assistant #3						\$14,000	\$42	\$14,042

[illegible]

Please do not change formulas or type in the gray areas.							
4. MATERIALS & SUPPLIES							
(includes equipment less than \$5,000 per item) (upgrade and replacement costs - Supplies Continued (testing supplies' (ISP services - UCA)							\$8,000
Supplies Continued (Vocational Training and (includes equipment less than \$5,000 per item)							\$4,000
Supplies Continued (ISP services - ACC)							\$1,788
4. TOTAL MATERIALS & SUPPLIES							\$22,576
5. PROFESSIONAL SERVICES							
718100/ PROFESSIONAL SERVICES > \$10,000 (non-UCA personnel) (put description here)							\$5,000
PROFESSIONAL SERVICES < \$10,000 (non-UCA personnel) (Vocational Curriculum Specialist)							\$5,000
Professional Services continued (Criminal Intervention Consultant)							\$3,000
continued (computer programming consultant; bookkeeper)							\$5,000
5. TOTAL PROFESSIONAL SERVICES							\$18,000
6. OTHER M&O							
710100/M&O							\$0

Federally negotiated rate as of 1/24/2014 Off Campus 20.05% of all Salaries & Wages								Insert total salaries & wages in next box to the right		20.05%		\$0
Other agency rate @ 10% of Total Direct Costs								Insert total direct costs in next box to the right		10.00%		\$0
U.S. Department of Ed (among others) standard rate @ 8% of Total Direct Costs								Insert modified direct costs in next box to the right		8.00%		\$0
Other												\$0
9. TOTAL F&A COSTS												\$36,695
10. STIPENDS/ HONORARIUMS/ TUITION (No wages and NOT TO BE INCLUDED in F&A calculations if agency requires different rate from UCA's federally negotiated rate.)												
718200/Stipends by Purchase Order for Off-Campus (put description here)												\$0
750300/Stipends for UCA Students** (put description here)												\$0
720130/Graduate Assistant Fee Waiver (for Tuition)												\$20,000
750101/Scholarship (put description here)												\$0
710170/Tuition (put description here)												\$0

Please do not change formulas or type in the gray areas.

13. TOTAL PROJECT COSTS FOR YEAR 3	\$225,380
---	------------------

*ESTIMATED FRINGE BENEFITS BREAKDOWNS: For 31% includes: FICA/Medicare Tax 7.65%; Long-term Disability Insurance .20%; Worker's Compensation/Unemployment .27%; Misc/Fee Waivers/Athletic/Event Admission .60%; Sick Leave/Vacation .48%; Health Insurance 8.50%; Dental Insurance 1.00%; Life Insurance .50%; and Retirement 12.00%. For 20% includes: FICA/Medicare Tax 7.65%; Retirement 12.00%; Worker's Compensation/Unemployment .27%. For 8% includes: FICA/Medicare Tax 7.65%; Worker's Compensation/Unemployment .27%; For .30% includes: Worker's Compensation/Unemployment .27%.

**Stipend versus salary, which to use? Salary is when there is payment of services rendered and there is an employee/ employer relationship. For a stipend, it is payment of a living allowance for a training or learning experience from an individual fellowship award or institutional training grant.

NOTE: To account for unforeseen adjustments in time and effort calculations during the period between this proposed budget and the potential award, time and effort will be evaluated again at award time to ensure appropriate personnel charges. UCA Sponsored Programs will work with the agency to ensure effort and other support are adjusted to appropriately accommodate the time and effort required on this grant.

[illegible]