## ***For each position funded, provide this information.***

1. Organization that received funding from PHSD.

2. Position Title.

3. Hire Date.

4. Resignation/end of hire date.

5. First and Last name.

6. Contractual hire or non-contractual hire.

7. If contractual, vendor or contractor’s name (such as A2Z staffing).

8. If contractual – contractor ID number

9. Summary position justification – no more than 250 characters.

10. FTE (40 hrs wk = 1 FTE) for this position.

11. Hourly rate. (If paid by annual salary, divide salary by 2080 hours).

12. Fringe Benefit rate per hour.

13. Pay and Benefits- Total hourly cost to the organization.

## ***Every 6 months report updates to items 1-13 above and this additional information for each position.***

14. Last reporting period pay and benefits (total compensation) paid.

15. Last reporting period amount paid for work equipment.

16. Last reporting period amount paid for work supplies.

17. Last reporting period amount paid for work related travel expenses.

18. Last reporting period amount paid for individual training.

19. Last reporting period, indirect costs charged to this position by the organization.