

## NOTICE OF RULE MAKING

Arkansas Department of Human Services

### **Financial Guidelines for Purchased Services**

Pursuant to U.S. Omnibus Reconciliation Act of 1981, Ark. Code Ann. Sec. 25-10-101 et seq., Act 218 of 1983, and Act 348 of 1985, the Chief Fiscal and Administrative Officer, Department of Human Services (DHS) is revising the Financial Guidelines for Purchased Services.

The revisions include the removal of references to sub-grants and two types of fixed rates; the addition of the Pro-Children Act of 1994 and updates to the applicable federal regulation and state laws. In section 2121 (C) (Professional and Consultant Services Contracts) changed “per year” to “per service”. There is added and expanded information within sections 3110 (Fixed Rates), 3120 (Final Negotiated Rates), 3130 (Actual Cost), 3140 (Scheduled Reimbursement-Actual Cost Basis) and 3150 (Fee Basis). In sections 3230 and 3231 (Budget Included in Contract) expanded information regarding Arkansas Building Authority allowable reimbursable and subcontractor costs. The elimination of section 3350 (Unit Rate Calculation from cost Allocation) and Appendix B; re-worded sections 2122 (Technical Services Contracts), 4120 (Required Financial Records) and 7240 (Travel) for clarity and updated section 5200 (Verification of Audit Status) to reflect the new procedures for verifying a contractor’s audit status.

The rule will be effective May 31, 2011.

Copies of the rule may be obtained by writing to the Office of Finance and Administration, P.O. Box 1437, Slot WG3, Little Rock, AR 72203-1437, Attention: Policy and Administrative Program Management. All comments about the proposed revision must be submitted in writing within 30 days of the date appearing below or 30 days following the date of the newspaper notice, whichever is the longer period.

The Department of Human Services, Office of Finance and Administration, is in compliance with Titles VI and VII of the Civil Rights Act and is operated, managed, and delivers services without regard to age, religion, disability, political affiliation, veteran status, sex, race, color, or national origin.

Alternate formats, such as large print, audiotape, etc. will be provided upon request.

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Jerry Berry  
Chief Fiscal and Administrative Officer