



Fixed Rate Monitoring Tool

1. Fixed Rate Monitoring 01 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Salary and Fringe? (payroll, time sheets, etc.)
2. Fixed Rate Monitoring 02 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Building Occupancy? (bills, etc.)
3. Fixed Rate Monitoring 03 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Professional Services? (invoices, etc.)
4. Fixed Rate Monitoring 04 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Employee Travel? (mileage reimbursement forms, receipts, etc.)
5. Fixed Rate Monitoring 05 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Equipment? (receipts, etc.)
6. Fixed Rate Monitoring 06 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Supplies? (receipts, etc.)
7. Fixed Rate Monitoring 07 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Staff Training? (invoices, receipts, etc.)
8. Fixed Rate Monitoring 08 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Insurance? (invoices, receipts, etc.)
9. Fixed Rate Monitoring 09 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Interest? (Bank Statements, etc.)
10. Fixed Rate Monitoring 10 (LSF Standard Contract, Attachment 1, Paragraph C.1.a.(2)) Did the provider agency furnish appropriate documentation for Incidentals? (invoices, receipts, etc.)