



Fixed Rate Monitoring Tool

1. Fixed Rate Monitoring 1 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Salary and Fringe? (payroll, time sheets, etc.)
2. Fixed Rate Monitoring 2 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Building Occupancy? (bills, etc.)
3. Fixed Rate Monitoring 3 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Professional Services? (invoices, etc.)
4. Fixed Rate Monitoring 4 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Employee Travel? (mileage reimbursement forms, receipts, etc.)
5. Fixed Rate Monitoring 5 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Equipment? (receipts, etc.)
6. Fixed Rate Monitoring 6 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Supplies? (receipts, etc.)
7. Fixed Rate Monitoring 7 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Staff Training? (invoices, receipts, etc.)
8. Fixed Rate Monitoring 8 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Insurance? (invoices, receipts, etc.)
9. Fixed Rate Monitoring 9 (LSF Standard Contract, Attachment containing Fixed Rate) Did the provider agency furnish appropriate documentation for Interest? (Bank Statements, etc.)