

3701-27-04.3 **Cost methodology.**

- (A) The actual cost to a city or general health district of maintaining the manufactured home park program shall be calculated through utilization of the following data from its previous fiscal year:
- (1) The list of all inspecting sanitarians working in the manufactured home park program;
 - (2) The percentage of time worked in the manufactured home park program by each inspecting sanitarian calculated by dividing the amount determined under paragraph (A)(2)(a) of this rule by the amount determined under paragraph (A)(2)(b) of this rule.
 - (a) Total hours worked in the manufactured home park program by each inspecting sanitarian.
 - (b) The total hours for which each inspecting sanitarian was paid in the last year;
 - (3) The total annual wages or salary paid to each inspecting sanitarian;
 - (4) The total amount for fringe benefits paid on behalf of each inspecting sanitarian;
 - (5) The total travel costs for each inspecting sanitarian;
 - (6) The support costs for the program as determined by one of the following methods:
 - (a) Use of actual support cost items which may include but are not limited to the salary and fringe benefits of the health commissioner, the director of environmental health, supervisory staff, clerical staff, utilities, rent, supplies, equipment, liability insurance, and training. Actual support costs of the manufactured home park program are calculated by multiplying the amount determined under paragraph (A)(6)(a)(i) of this rule by the amount determined under paragraph (A)(6)(a)(ii) of this rule.
 - (i) The portion of total departmental support costs allocated to the environmental health subdivision.
 - (ii) The percentage of total time worked in the manufactured home park program by all inspecting sanitarians;
 - (b) Use of an indirect cost rate of twenty-five per cent of the wages or salaries and fringe benefits of inspecting sanitarians attributable to the manufactured home park program. The wages or salaries and fringe benefits of inspecting

sanitarians attributable to the manufactured home park program shall be determined by multiplying the amounts determined for each sanitarian under paragraphs (A)(3) and (A)(4) of this rule by the percentage for that sanitarian determined under paragraph (A)(2) of this rule and adding the products;

- (c) Application of a negotiated indirect cost rate and calculation method approved by an agency of the federal government for the local health district to the manufactured home park program; and
- (7) The laboratory costs for the manufactured home park program.
- (B) The costs for the manufactured home park program may also include but are not limited to the amounts of any known or anticipated increases in costs or expenses for such items as rent, utilities, equipment, and current personnel, as well as the costs for additional personnel identified by the board of health of the city or general health district after the performance of a personnel needs analysis by the director of health.
- (C) The total manufactured home park program costs shall be calculated in the following manner:
- (1) For each inspecting sanitarian, multiply the amount of total annual wages or salary determined under paragraph (A)(3) of this rule by the percentage determined pursuant to paragraph (A)(2) of this rule. Sum the products;
 - (2) For each inspecting sanitarian, multiply the fringe benefits determined under paragraph (A)(4) of this rule by the percentage determined pursuant to paragraph (A)(2) of this rule. Sum the products;
 - (3) For each inspecting sanitarian, multiply the total travel costs determined under paragraph (A)(5) of this rule by the percentage determined pursuant to paragraph (A)(2) of this rule. Sum the products. As an alternative, the actual travel cost for each inspecting sanitarian attributable to the manufactured home park program may be used. Sum the actual costs;
 - (4) Add the amounts determined under paragraphs (A)(6), (A)(7), and (B) of this rule to the totals calculated in paragraphs (C)(1), (C)(2), and (C)(3) of this rule. This total is the cost for the manufactured home park program.

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Certification

11/01/2010

Date

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