

Cost Allocation Methodology

The partners have agreed to use a variety of cost allocation methodologies to determine the proportionate share attributable to each partner. The methods are:

- **Occupancy.** Calculation of the dedicated space occupied and used by a partner program as a percentage of the total dedicated space occupied. The percentage calculation is applied to common space as well.
- **Position usage.** Calculation of the number of a program's FTE staff as a percentage of all One-Stop staff. The FTE is based on authorized staffing levels.
- **Equal access.** A calculation based on the total number of partners sharing equally in the costs.
- **Program participation.** A calculation based on the number of participants eligible for and receiving services from a partner program as compared to all participants. Participants eligible for more than one program will be counted once in each program for which they are eligible.
- **Eligibility.** A calculation based on the number of participants eligible for a program compared to the total number of eligible participants.
- **Weighted time distribution.** A calculation based on the number of program eligible participants receiving a service weighted by the amount of time to perform the service as determined through a time study.

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