



GOVERNMENT OF GUAM
 DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES
 DIPATTAMENTON SALUT PUPBLEKO YAN SETBISION SUSIAT



EDDIE BAZA CALVO
 GOVERNOR

RAY TENORIO
 LIEUTENANT GOVERNOR

JAMES W. GILLAN
 DIRECTOR

LEO G. CASIL
 DEPUTY DIRECTOR

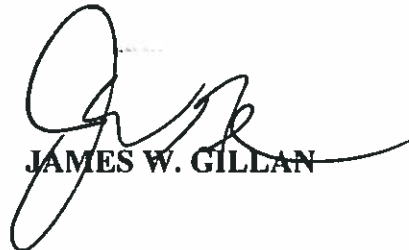
NOV 15 2017

Honorable Benjamin J.F. Cruz
 Speaker 34th Guam Legislature
 163 Chalan Santo Papa
 Hagatna, Guam 96932

Dear Speaker Cruz:

In accordance with Public Law-33-185, Chapter XIII, Section 6, please find the enclosed Final Report of Expenditure for the Non-Profit Organization, Catholic Social Service which provided Case Management Services for the Division of Senior Citizens aging services for Fiscal Year 2017.

Should you have any questions, you may contact Mr. Arthur U. San Agustin, MHR, Senior Citizens Administrator, Division of Senior Citizens at 735-7415 or 7421.


 JAMES W. GILLAN

Enclosures

Speaker Benjamin J.F. Cruz

NOV 15 2017

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 Received By: Ed POCANGAN

SERVICE PROVIDER:
CATHOLIC SOCIAL SERVICE
NON-PROFIT ORGANIZATION

FY17 CASE MANAGEMENT SERVICES
PROGRAM DISCLOSURE

ADMINISTERED BY:
DIVISION OF SENIOR CITIZENS
DEPARTMENT OF PUBLIC HEALTH AND SOCIAL SERVICES

CASE MANAGEMENT SERVICES
2017 Year-To-Date Program Expenditures

In compliance with Public Law 33-185, Chapter XIII, Section 6, the aforementioned is a full disclosure of all expenditures of funds for the CASE MANAGEMENT SERVICES Services Program for Fiscal Year 2017

Teresita Torres
Teresita Torres, Accountant
Catholic Social Services

11/15/17
Date

Diana B. Calvo
Diana B. Calvo, Executive Director
Catholic Social Services

Nov. 15, 2017
Date

No. of Months into Fiscal Year	12
Monthly Average of Expenditures	\$50,530.72
Total Contract Award (Encumbrance)	\$643,389.47
Remaining Balance	\$34,502.29
Total Contract Award (Encumbrance), Negotiated	\$643,389.47
Balance Due	\$0.00

	October	November	December	January	February	March	April	May	June	July	August	September	YTD TOTAL	% of Tot	Budget Amount	Available Balance
ADMINISTRATION																
Salaries	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	1,825.78	21,909.36		21,909.39	0.03
FICA Taxes	139.67	139.67	139.67	139.67	139.67	139.67	139.67	139.67	139.67	139.67	139.67	139.67	1,676.04		1,676.04	0.00
Health & Welfare Benefits	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Administration Personnel Total	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	1,965.45	23,585.40		23,585.43	0.03
Administration Operations	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	1,758.15	21,097.80		21,097.80	0.00
Administration Sub	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	3,723.60	44,683.20	7.4%	44,683.23	0.03
PERSONNEL & BENEFITS (110/111)																
Salaries	30,072.00	30,490.00	30,724.00	31,504.00	27,236.00	31,142.00	28,640.00	31,808.00	31,249.00	29,988.00	30,752.00	28,434.00	362,039.00		366,060.00	4,021.00
FICA Taxes	2,300.56	2,332.45	2,350.35	2,410.02	2,083.55	2,382.37	2,190.96	2,433.31	2,390.52	2,294.13	2,352.54	2,175.25	27,696.01		28,482.48	786.47
Health & Welfare Benefits	10,043.04	10,077.20	10,179.68	10,521.28	8,949.92	10,213.84	9,564.80	10,538.36	10,410.26	10,008.88	10,051.58	9,325.68	119,884.52		124,342.40	4,457.88
Health & Welfare FICA	768.32	770.89	778.73	804.86	684.61	781.30	731.64	806.13	796.37	765.70	768.91	713.44	9,170.90		9,512.16	341.26
Operations Sub	43,183.92	43,670.54	44,032.76	45,240.16	38,954.08	44,519.51	41,127.40	45,585.80	44,846.15	43,056.71	43,925.03	40,648.37	518,790.43		528,397.04	9,606.61
Subtotal (110/111)	46,907.52	47,394.14	47,756.36	48,963.76	42,677.68	48,243.11	44,851.00	49,309.40	48,269.75	46,780.31	47,648.63	44,371.97	573,080.27	92.9%	573,080.27	9,606.64
Local Travel	1,145.98	1,235.52	1,081.62	1,436.62	1,458.00	1,473.12	1,132.92	1,704.24	2,094.66	1,087.56	0.00	0.00	13,850.24		16,588.80	2,738.56
Sub Total (220)	1,145.98	1,235.52	1,081.62	1,436.62	1,458.00	1,473.12	1,132.92	1,704.24	2,094.66	1,087.56	0.00	0.00	13,850.24	2.3%	16,588.80	2,738.56
CONTRACTUAL (230)																
Equipment Maintenance	201.30	0.00	107.03	0.00	0.00	107.03	84.64	0.00	0.00	0.00	0.00	0.00	500.00		500.00	0.00
Lease Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Building Rent	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	2,238.00	26,856.00		26,856.00	0.00
Staff Certification/Training	0.00	39.60	0.00	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	3,050.00	3,104.60		3,750.00	645.40
Drug Testing	0.00	0.00	0.00	0.00	0.00	0.00	19.80	0.00	0.00	0.00	19.80	39.60	560.00		560.00	480.80
Payroll Fee	74.66	74.66	70.08	74.67	74.67	74.67	74.67	74.67	74.67	74.67	74.67	74.67	891.43		896.00	4.57
Insurance	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00		1,500.00	0.00
Printing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Audit	176.42	176.41	176.41	176.41	176.41	176.41	176.41	176.41	176.41	176.41	176.41	176.41	2,117.00		2,117.00	0.00
Trash Removal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Workman's Compensation	166.66	166.66	166.66	166.66	166.66	166.66	166.66	166.66	166.66	166.66	166.66	166.74	1,833.34		2,000.00	166.66
Client Survey	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (230)	2,982.04	2,820.33	2,883.18	2,780.74	2,795.74	2,887.77	2,885.18	2,780.74	2,614.08	2,780.74	2,800.54	5,870.49	36,881.57	6.1%	38,179.00	1,797.43
SUPPLIES AND MATERIALS (240)																
Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,660.00	2,660.00		2,660.00	0.00
Household	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (240)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,660.00	2,660.00	0.4%	2,660.00	0.00
EQUIPMENT (250) (under \$5,000)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (250)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
MISCELLANEOUS (290)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (290)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
UTILITIES (360)																
Power	570.50	604.93	546.11	546.90	575.98	579.94	597.01	597.20	621.42	591.08	624.26	612.91	7,068.24		7,322.64	254.40
Water	66.38	307.74	292.96	129.48	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,418.42	4,214.98		4,396.56	181.58
Telephone	96.85	107.03	96.85	96.85	96.85	96.85	96.85	96.85	96.85	96.85	96.85	86.67	1,162.20		1,162.20	0.00
Subtotal (360)	733.73	1,019.70	935.92	773.23	672.83	676.79	693.86	694.05	718.27	687.93	721.11	4,118.00	12,445.42	2.1%	12,881.40	435.98
CAPITAL OUTLAY (450) (above \$5,000)																
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
Subtotal (450)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.0%	0.00	0.00
SUB-TOTAL	51,769.27	52,469.69	52,657.08	53,954.35	47,604.25	53,280.79	49,562.96	54,488.43	53,996.76	51,336.54	52,368.15	58,174.46	631,662.73		643,389.47	11,726.74
DISALLOWED COSTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(1,197.87)	(1,154.00)	(2,351.87)		0.00	2,351.87
IMPOSED PENALTY (.005%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
IMPOSED PENALTY (.01%)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
ADMINISTRATIVE PENALTY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
WITHHOLDING PENALTY 10%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00
PAID FROM C150600072	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(22,942.21)	0.00	0.00	(22,942.21)		0.00	22,942.21
GRAND TOTAL	51,769.27	52,469.69	52,657.08	53,954.35	47,604.25	53,280.79	49,562.96	54,488.43	53,996.76	28,394.33	51,170.28	57,020.46	606,368.65	100.0%	643,389.47	37,020.82

Expenditure Breakdown:	Contract Amount	Contract Amount Increase	Total Contract Amount	Amount Expended	Amount to Be Expended	Balance
C150600072 - 5101B161730MA102230 (Carry-Over FY16)	\$0.00	\$0.00	22,942.21	\$22,942.21	\$0.00	\$0.00
C150600073 - 5100A171730GA003230	\$549,974.48	\$12,643.84	\$562,618.32	\$549,514.85	\$13,103.47	\$0.00
C150600073 - 5101B171730MA102230	\$0.00	\$80,771.15	\$80,771.15	\$0.00	\$46,268.86	\$34,502.29
Total Contract Amount (C150600073- FY2017)			643,389.47			\$34,502.29

FY-2017 RELEASE OF CLAIMS STATEMENT

CONTRACT: CATHOLIC SOCIAL SERVICE

PROGRAM NAME: CASE MANAGEMENT SERVICES

CONTRACT No.: C150600072/ 5101B161730MA102230

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$22,942.21 lawful money of the United States of America and \$22,942.21 of which has been paid and \$0.00 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

IN WITNESS WHEREOF, this release has been executed this 15th day of November, 2017.

WITNESS:

TERESITA TORRES

PRINT NAME



SIGNATURE

CATHOLIC SOCIAL SERVICE

CONTRACTOR

BY: *Diana B. Calvo*
DIANA B. CALVO

TITLE: EXECUTIVE DIRECTOR

CERTIFICATE

I, TERESITA TORRES, certify that I am the ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the EXECUTIVE DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.



TERESITA TORRES

NAME AND SIGNATURE

DATE: NOVEMBER 15, 2017

FY-2017 RELEASE OF CLAIMS STATEMENT

CONTRACT: CATHOLIC SOCIAL SERVICE

PROGRAM NAME: CASE MANAGEMENT SERVICES

CONTRACT No.: C150600073/5100A171730GA003230

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$562,618.32 lawful money of the United States of America and \$549,514.85 of which has been paid and \$13,103.47 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

IN WITNESS WHEREOF, this release has been executed this 15th day of November, 2017.

WITNESS:

TERESITA TORRES

PRINT NAME



SIGNATURE

CATHOLIC SOCIAL SERVICE

CONTRACTOR

BY: DIANA B. CALVO

TITLE: EXECUTIVE DIRECTOR

CERTIFICATE

I, TERESITA TORRES, certify that I am the ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the EXECUTIVE DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.

TERESITA TORRES

NAME AND SIGNATURE

DATE: NOVEMBER 15, 2017

FY-2017 RELEASE OF CLAIMS STATEMENT

CONTRACT: CATHOLIC SOCIAL SERVICE

PROGRAM NAME: CASE MANAGEMENT SERVICES

CONTRACT No.: C150600073/5101B171730MA102230

KNOWN ALL MEN BY THESE PRESENTS:

In consideration of the promise and the sum of, the total amount of which will not exceed \$80,771.15 lawful money of the United States of America and \$0.00 of which has been paid and \$46,268.86 of which is to be paid by the Government of Guam under the above mentioned contract, the undersigned Contractor does, and by the receipt of said sum shall, for itself, its successors and assigns, remise, release and forever discharge the Government of Guam, its officers, agents and employees of and from all liabilities, obligations and claims whatsoever in law and equity under or arising out of said contract.

IN WITNESS WHEREOF, this release has been executed this 15th day of November, 2017.

WITNESS:

TERESITA TORRES

PRINT NAME



SIGNATURE

CATHOLIC SOCIAL SERVICE

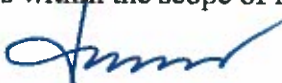
CONTRACTOR

BY: DIANA B. CALVO

TITLE: EXECUTIVE DIRECTOR

CERTIFICATE

I, TERESITA TORRES, certify that I am the ACCOUNTANT of the Corporation as Contractor in the foregoing release; that DIANA B. CALVO who signed said release on behalf of the Contractor was the EXECUTIVE DIRECTOR of the Corporation by authority of its governing body and is within the scope of its corporate powers.



TERESITA TORRES

NAME AND SIGNATURE

DATE: NOVEMBER 15, 2017

FY- 2017 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE
CATHOLIC SOCIAL SERVICE

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DIVISION OF SENIOR CITIZENS
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PROGRAM NAME: Case Mangement Services
LOCATION: 234 US ARMY JUAN C FEJERAN STREEET, BARRIGADA GUA
DATE OF INVENTORY : 6/01/2017

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
10/1/14	Desktop Computer	1	Dell	52G9x12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Adelina Garrido	x			100%	
	*24" Monitor	1	HP	6CM4292KMH	\$ 215.00	Purchased	Program Lapse fund	CMS-Adelina Garrido	x			100%	
	*Keyboard	1	Dell	CN04G481716164TOKAEA00	Exclusive	Purchased	Program Lapse fund	CMS-Adelina Garrido	x			100%	
	*Mouse	1	Dell	CN011D3V7158134F11GR	Exclusive	Purchased	Program Lapse fund	CMS-Adelina Garrido	x			100%	
10/1/14	Desktop Computer	1	Dell	52G8X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Lucy Araneta	x			100%	
	*24" Monitor	1	HP	6CM4292KCH	\$ 215.00	Purchased	Program Lapse fund	CMS-Lucy Araneta	x			100%	
	*Keyboard	1	Dell	CN04G481716144TOLK3A00	Exclusive	Purchased	Program Lapse fund	CMS-Lucy Araneta	x			100%	
	*Mouse	1	Dell	CN011D3V715814490A48	Exclusive	Purchased	Program Lapse fund	CMS-Lucy Araneta	x			100%	
10/1/14	Desktop Computer	1	Dell	52F8X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Norma Bulatao	x			100%	
	*24" Monitor	1	HP	6CM4292KMJ	\$ 215.00	Purchased	Program Lapse fund	CMS-Norma Bulatao	x			100%	
	*Keyboard	1	Dell	CN04G481716164470L08A00	Exclusive	Purchased	Program Lapse fund	CMS-Norma Bulatao	x			100%	
	*Mouse	1	Dell	CN011D3V73826447072M	Exclusive	Purchased	Program Lapse fund	CMS-Norma Bulatao	x			100%	
10/1/14	Desktop Computer	1	Dell	5247X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Zillafaith Tahabong	x			100%	
	*24" Monitor	1	HP	6CM4292K5V	\$ 215.00	Purchased	Program Lapse fund	CMS-Zillafaith Tahabong	x			100%	
	*Keyboard	1	Dell	CN04G4817161644TOKFPA00	Exclusive	Purchased	Program Lapse fund	CMS-Zillafaith Tahabong	x			100%	
	*Mouse	1	Dell	CN011D3V7158134F1CIT	Exclusive	Purchased	Program Lapse fund	CMS-Zillafaith Tahabong	x			100%	
10/1/14	Desktop Computer	1	Dell	5279X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Joeann Casim	x			100%	
	*24" Monitor	1	HP	6CM4292KCH	\$ 215.00	Purchased	Program Lapse fund	CMS-Joeann Casim	x			100%	
	*Keyboard	1	Dell	CN04G4817161644TO69BA00	Exclusive	Purchased	Program Lapse fund	CMS-Joeann Casim	x			100%	
	*Mouse	1	Dell	CN011D3V73826447OENM	Exclusive	Purchased	Program Lapse fund	CMS-Joeann Casim	x			100%	
10/1/14	Desktop Computer	1	Dell	CG89Y12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Joy Gabriel	x			100%	
	*24" Monitor	1	HP	6CM4292K3Q	\$ 215.00	Purchased	Program Lapse fund	CMS-Joy Gabriel	x			100%	

BY: [Signature]

FY- 2017 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE RECEIVED
CATHOLIC SOCIAL SERVICE DPHSS

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DIVISION OF
SENIOR CITIZENS

PROGRAM NAME: Case Mangement Services
LOCATION: 234 US ARMY JUAN C FEJERAN STREEET, BARRIGADA GUA
DATE OF INVENTORY : 6/01/2017

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
	*Keyboard	1	Dell	CN04G4817161645DOAIFA00	Exclusive	Purchased	Program Lapse fund	CMS-Joy Gabriel	x			100%	
	*Mouse	1	Dell	CN011D3V7382641N049Q	Exclusive	Purchased	Program Lapse fund	CMS-Joy Gabriel	x			100%	
10/1/14	Desktop Computer	1	Dell	2Y13Y12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Adrienne Majares	x			100%	
	*24" Monitor	1	HP	6CM4292KFR	\$ 215.00	Purchased	Program Lapse fund	CMS-Adrienne Majares	x			100%	
	*Keyboard	1	Dell	CN04G4817161645DOA52A0	Exclusive	Purchased	Program Lapse fund	CMS-Adrienne Majares	x			100%	
	*Mouse	1	Dell	CN011D3V7382641002DJ	Exclusive	Purchased	Program Lapse fund	CMS-Adrienne Majares	x			100%	
10/1/14	Desktop Computer	1	Dell	2Y52Y12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Robert Igalsemal	x			100%	
	*24" Monitor	1	HP	6CM4361CHK	\$ 215.00	Purchased	Program Lapse fund	CMS-Robert Igalsemal	x			100%	
	*Keyboard	1	Dell	CN04G481761645DOAC4A00	Exclusive	Purchased	Program Lapse fund	CMS-Robert Igalsemal	x			100%	
	*Mouse	1	Dell	CN011D3V73826447076U	Exclusive	Purchased	Program Lapse fund	CMS-Robert Igalsemal	x			100%	
10/1/14	Desktop Computer	1	Dell	2Y80Y12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Benalyn Naputi	x			100%	
	*24" Monitor	1	HP	6CM43619TF	\$ 215.00	Purchased	Program Lapse fund	CMS-Benalyn Naputi	x			100%	
	*Keyboard	1	Dell	CN04G481716145D017NA00	Exclusive	Purchased	Program Lapse fund	CMS-Benalyn Naputi	x			100%	
	*Mouse	1	Dell	CN011D3V7382643ROBTZ	Exclusive	Purchased	Program Lapse fund	CMS-Benalyn Naputi	x			100%	
10/1/14	Desktop Computer	1	Dell	5269X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Evangeline Escuadra	x			100%	
	*24" Monitor	1	HP	6CM4292KFT	\$ 215.00	Purchased	Program Lapse fund	CMS-Evangeline Escuadra	x			100%	
	*Keyboard	1	Dell	CN04G4817161644TOJNQAO	Exclusive	Purchased	Program Lapse fund	CMS-Evangeline Escuadra	x			100%	
	*Mouse	1	Dell	CN011D3V71581433OGHH	Exclusive	Purchased	Program Lapse fund	CMS-Evangeline Escuadra	x			100%	
10/1/14	Desktop Computer	1	Dell	52C9X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Esther Santos	x			100%	
	*24" Monitor	1	HP	6CM4292K5Y	\$ 215.00	Purchased	Program Lapse fund	CMS-Esther Santos	x			100%	
	*Keyboard	1	Dell	CN04G4817161644TOKFKAD	Exclusive	Purchased	Program Lapse fund	CMS-Esther Santos	x			100%	
	*Mouse	1	Dell	CB011D3V71581449OA32	Exclusive	Purchased	Program Lapse fund	CMS-Esther Santos	x			100%	

FY- 2017 NON-EXPENDABLE PROPERTY INVENTORY UNDER \$5,000.00 IN VALUE
CATHOLIC SOCIAL SERVICE

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DIVISION OF
SENIOR CITIZENS

PROGRAM NAME: Case Mangement Services
LOCATION: 234 US ARMY JUAN C FEJERAN STREEET, BARRIGADA GUA
DATE OF INVENTORY : 6/01/2017

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i) (New, Fair, Poor)			% OF PROGRAM USE (j)	COMMENTS
									N	F	P		
10/1/14	Desktop Computer	1	Dell	5278X12	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Jenna Liwanag	x			100%	
	*24" Monitor	1	HP	6CM4292KGQ	\$ 215.00	Purchased	Program Lapse fund	CMS-Jenna Liwanag	x			100%	
	*Keyboard	1	Dell	CN04G4817161644TOLKFA0	Exclusive	Purchased	Program Lapse fund	CMS-Jenna Liwanag	x			100%	
	*Mouse	1	Dell	CN011D3V7382643Q0098	Exclusive	Purchased	Program Lapse fund	CMS-Jenna Liwanag	x			100%	
1/23/15	CPU-CSSCMS13	1	Vostro CPU	CXDB8V1	\$ 1,044.78	Purchased	Program Lapse fund	CMS-ICP Entry Use		x		100%	
	19" Monitor	1	Asus	C7L.MQS080593	Exclusive	Purchased	Program Lapse fund	CMS-ICP Entry Use		x		100%	
	*Keyboard	1	Dell	CN05P02F715812610LLWA0	Exclusive	Purchased	Program Lapse fund	CMS-ICP Entry Use		x		100%	
	*Mouse	1	Dell	CN09RRC74475126704ZV	Exclusive	Purchased	Program Lapse fund	CMS-ICP Entry Use		x		100%	
2/25/15	Desktop Computer	1	Dell Intel	C6B1RR22	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Assistant Program Manager	x			100%	
	*24" Monitor	1	HP	6CM4292L1P	\$ 215.00	Purchased	Program Lapse fund	CMS-Assistant Program Manager	x			100%	
	*Keyboard	1	Dell	CNODJ4547158147COEBQAG	Exclusive	Purchased	Program Lapse fund	CMS-Assistant Program Manager	x			100%	
	*Mouse	1	Dell	CN09RRC748729481039L	Exclusive	Purchased	Program Lapse fund	CMS-Assistant Program Manager	x			100%	
2/26/15	Desktop Computer	1	Dell Intel	C839R22	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Ziola King	x			100%	
	*24" Monitor	1	HP	6CM4292L92	\$ 215.00	Purchased	Program Lapse fund	CMS-Ziola King	x			100%	
	*Keyboard	1	Dell	CNODJ54547158147COEAFAG	Exclusive	Purchased	Program Lapse fund	CMS-Ziola King	x			100%	
	*Mouse	1	Dell	CN09RRCR48729481039H	Exclusive	Purchased	Program Lapse fund	CMS-Ziola King	x			100%	
2/26/15	Desktop Computer	1	Dell Intel	C80BR22	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Father Joel Delos Reyes	x			100%	
	*24" Monitor	1	HP	6CM4292KFV	\$ 215.00	Purchased	Program Lapse fund	CMS-Father Joel Delos Reyes	x			100%	
	*Keyboard	1	Dell	CN ODJ4547158147BOADYAG	Exclusive	Purchased	Program Lapse fund	CMS-Father Joel Delos Reyes	x			100%	
	*Mouse	1	Dell	CN 09RRC748729481039F	Exclusive	Purchased	Program Lapse fund	CMS-Father Joel Delos Reyes	x			100%	
2/26/15	Desktop Computer	1	Dell Intel	C7R2R22	\$ 1,095.00	Purchased	Program Lapse fund	CMS-Program Manager	x			100%	
	*24" Monitor	1	Acer	41600102943	\$ 215.00	Purchased	Program Lapse fund	CMS-Program Manager	x			100%	

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DIVISION OF

CONDITION (i) SENIOR CITIZENS
(New, Fair, Poor) BY: % OF

PROGRAM NAME: Case Mangement Services
LOCATION: 234 US ARMY JUAN C FEJERAN STREEET, BARRIGADA GUA
DATE OF INVENTORY : 6/01/2017

ACQUIRED DATE (a)	ITEM DESCRIPTION (b)	QTY	MAKE/MODEL (c)	SERIAL NUMBER (d)	UNIT COST (e)	PURCHASED LEASED OR DONATED (f)	PURCHASED/ LEASED WITH PROGRAM FUNDS OR PROGRAM INCOME (g)	LOCATION (h)	CONDITION (i)			PROGRAM USE (j)	COMMENTS
									N	F	P		
	*Keyboard	1	Dell	CN ODJ4547158147BOADZA	Exclusive	Purchased	Program Lapse fund	CMS-Program Manager	x			100%	
	*Mouse	1	Dell	CN09RRC748729481039P	Exclusive	Purchased	Program Lapse fund	CMS-Program Manager	x			100%	
1/30/15	P1173 SVGA DLP Projector		Asus	MRJH51100A446002B08400	\$ 498.00	Purchased	Program Lapse fund	CMS	x			100%	
1/21/15	Touchscreen Laptop	1	HP Pavillon	HDY28001010	\$ 998.75	Purchased	Program Lapse fund	CMS	x			100%	
3/10/15	Multi Laser-Printer	1	Brother	U63088A4N656312	\$ 540.00	Purchased	Purchased with Progra	CMS	x			100%	
8/1/12	Multi Laser-Priner	1	Brother	U63088G2N177093	\$ 665.00	Purchased	Purchased with Progra	CMS	x			100%	
10/27/15	7Gallon Recycle Bin (Blue)	16	Rubbermaid	#2950	\$ 79.68	Purchased	Purchased with Progra	CMS	x			100%	

SIGNATURE & DATE *[Signature]* 6/21/17

INVENTORY PREPARED BY

Program Aide

POSITION TITLE

SIGNATURE & DATE *[Signature]*
INVENTORY VERIFIED BY

Program Manager

POSITION TITLE

SIGNATURE & DATE *[Signature]* Aug 30, 2017
INVENTORY CERTIFIED BY
for: Diana B. Calvo

Executive Director

POSITION TITLE