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A4AA BULLETIN

TO: A4AA Service Providers	NO: A4B 2010-4
SUBJECT: Payment of "Q" License User Fees	DATE ISSUED: JUNE 2, 2010
REFERENCES: A4B2006-14	SUPERSEDES: N/A
PROGRAMS AFFECTED: <input type="checkbox"/> ALL <input type="checkbox"/> Title III-B <input type="checkbox"/> Title III C-1 <input type="checkbox"/> Title III C-2 <input type="checkbox"/> Elder Abuse Prevention VIIIb <input type="checkbox"/> Title III-E <input type="checkbox"/> CBSP <input type="checkbox"/> Title III D-1 <input type="checkbox"/> Title III D-2 <input type="checkbox"/> Ombudsman VIIa <input type="checkbox"/> OTO <input checked="" type="checkbox"/> Other "Q" Users	
PURPOSE OF BULLETIN: <input checked="" type="checkbox"/> Amend Policy or Procedure <input type="checkbox"/> Clarification <input type="checkbox"/> Other:	
FOR INQUIRIES CONTACT: Herman Gallegos, Senior Accountant at (916) 486-1876 ext. 136	

Payment of "Q" Licenses and Fees

The purpose of this bulletin is to notify A4AA-funded service providers who utilize the "Q" database of a temporary policy change regarding payment of user fees for existing licenses.

For the 2010-11 fiscal year only, A4AA will pay the cost of "Q" license user fees on behalf of all agencies being required to use the "Q" system. You will not be billed for these costs, nor will you need to reflect the costs in your budget. Presently, the cost for user fees for each "Q" license is \$57.50 per month (\$690 annually).

This policy change will NOT cause a reduction in grant award amounts for FY 2010-11, as approved by the A4AA Governing Board on April 9, 2010. The change is being made in an effort to improve internal efficiencies in tracking these costs. At the end of the fiscal year, A4AA will evaluate this temporary policy change and determine whether it will be continued.

This policy does not apply to new "Q" licenses. Any agency wishing to acquire an additional "Q" license would need to pay the monthly user fee as well as the one time start-up fee (currently \$1,000) from their operating budget.

If one or more of your "Q" licenses is not being utilized and/or is no longer needed, please notify your program manager immediately.

"Q" is the A4AA-sanctioned database used to capture and report required information on clients and on the services they receive. Each password-protected license allows individuals to access the secure web-based system to enter or review information.