

FFY 2015 CONTRACT MANAGEMENT BINDER UPDATE LOG

UPDATE DATE	CHAPTER	SECTION	BRIEF DESCRIPTION OF CHANGE
09/23/14	14	Sections I, II, III, V, and VII.	Section I, clarified PE is every 2 years. Section II and III, updated the contact information from MCAH Branch to State WIC Program and noted that the \$500,000 requirement will be \$750,000 effective January 1, 2015. Section V and VII, contact information was updated.
12/31/14	9	Section I	Update to the mileage reimbursement rate. Effective January 1, 2015, the mileage reimbursement rate is 57.5 cents per mile.
01/09/15	9, 13	Attachments	Added Attachment 9-1 and Attachment 13-1 (fillable) and 13-3 (fillable).
03/03/15	2	Section I, II, and Attachments	Section I, Paragraph E, Responsibility, Paragraph 4, clarification to participate in annual LVL training. Section I, Paragraph J Reporting Requirements Semi-annual Report information updated. Section II. A. Semi-annual Report information updated and Local Agency Profile removed. Semi-annual Report Template added to Attachments.
03/03/15	7	Sections I, II, IV, and VII	Update to Section I, Approval Thresholds (per transaction threshold) and Tax Requirements. Clarification throughout Chapter regarding required State WIC Program approval for all purchases "exceeding \$2,500", tax requirements, and related examples.
03/03/15	8	Introduction and Sections I, IV, VII, and VIII	Clarification throughout Chapter regarding required State WIC Program approval for all subcontracts and/or procurements "exceeding \$2,500" and related examples.
04/15/15	9	Sections I - IV	Updates to the approval requirements for in-state and out-of-state travel, including updated approval forms. Updates to presentation approval requirements.
04/15/15	12	Section V	Clarification to Section V, Operating Expense Tracking Completion Instructions, Field Description for Field Other Costs (9).
06/16/15	2	Section I, D. and Attachment 2-1	Update to the Breastfeeding Promotion and Support Expenditure amount. Update to Attachment 2-1, Semi-annual Report Template.

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UPDATE DATE	CHAPTER	SECTION	BRIEF DESCRIPTION OF CHANGE
07/22/15	13	Section I, V, VI and Attachments 13-1, 13-3, 13-5	Update to Section I, Paragraph 4. includes updates to designee information. Updates to Section I, V, and VI include the renaming of Attachment 13-5 from "NSA Worksheet" to "Expenditure Worksheet." "Expenditure Worksheet" reference updated throughout chapter. Updates to Attachment 13-1 include adding a date field to the signature lines. Updates to Attachment 13-3 include adding an Approved By field and date fields, and updates to formulas. Updates to Attachment 13-5 include renaming to Expenditure Worksheet.