

**FY05 INSTRUCTIONS FOR REVISED PART V. COST DETAIL FOR DAY AND S.E.**  
**(Only use three decimal places in doing calculations.)**

To calculate the annual units for a new placement, do the following:

Annual \$ divided by the rate (divided by the # of weeks) = units  
# of weeks is derived from  $365/7 = 52.143$  (this is a constant) except for leap year  
Example: Annual \$ 6,565 divided by rate \$14.67 = \$447.511 divided by  
# of weeks 52.143 = 8.582 units.

To calculate the actual \$, do the following:

Annual \$ divided by the operating days = Cost/Day  
Cost/Day multiplied by the number of actual days = Actual Cost  
Example: Annual \$6,565 divided by operating days of 250 = \$26.26 cost per day  
Cost/Day \$26.26 multiplied by actual days of 241 = \$6,329 actual cost

To calculate a reduction, do the following:

Units multiplied by the rate (multiple by # of weeks) divided by the operating days = Cost/Day  
# of weeks is derived from  $365/7 = 52.143$  (this is a constant) except for leap year  
Example: 8.582 units multiplied by the rate \$14.67 = \$125.89 multiplied by the # of weeks  
52.143 = \$6,565 divided by the operating days 250 = \$26.26 Cost/Day

Cost/day multiplied by the actual days = Actual Reduction  
Example: \$26.26 cost/day multiplied by the actual days of 241 = \$6,329

Cost/day multiplied by the annual days = Annual Reduction  
Example: \$26.26 cost/day multiplied by the annual days of 250 = \$6,565

**UNITS FOR REDUCTIONS SHOULD REFLECT THE UNITS ENTERED ON  
PCIS2.**