



**Division of Local
Government Services**

Department of State
Local Government Efficiency Program
CFA Webinar 2016

A Division of New York Department of State

April 25, 2016

1) LGE Program Overview

2) LGE CFA Overview

Fiscal Information

Budget and Work Plan

Application Review





LGE Program Intent



Assist local governments develop and implement new opportunities for savings and service delivery efficiencies.

Program Funding



Approximately \$4 million is available for awards

- \$3.6 million for implementation
- \$400,000 for implementation planning projects



2015 Awards

Orleans County

Law Enforcement Shared Service and Efficiency Study

- Review efficiency of current operations
- Compare alternative policing models with five departments
- Award Amount \$36,000
- Potential Annual Savings of \$1.9 million

Town of Victor, Ontario County

Town and Village Public Safety Services Analysis

- Baseline of current public safety services and demands
- Recommendations for improvements, including service consolidation
- Award Amount \$24,000
- Potential Annual Savings of \$500,000

Town of Hyde Park, Dutchess County

Hyde Park Public Water System Consolidation

- Dissolution of eight town water and sewer districts
- Consolidation of system ownership under the Dutchess County Water and Wastewater Authority.
- Implement technological improvements for system integration
- Award Amount \$400,000

Town of Somerset, Niagara County

Western New York Region Municipal Healthcare Consortium

- 24 local governments to implement consortium
- Cooperative health risk-sharing agreements to share the costs of self-funding health benefit plans
- Stabilize health claims costs
- Award Amount \$225,000

Wyoming County

County Code Enforcement and GIS

- Cooperation with the Genesee Finger Lakes Regional Planning Commission and 24 local governments
- Consolidate administration and enforcement by creating guidelines for implementation
- Development of GIS data for zoning code enforcement
- Award Amount \$99,996

LGE Funding and the CFA

Planning

- The maximum grant is \$12,500 per municipality; up to a maximum of \$100,000.
- 50% State Funds/50% Local Fund

Implementation

- The maximum grant is \$200,000 per municipality; up to a maximum of \$1,000,000
- 90% State Funds/10% Local Fund

Eligible Applicants

Local governments defined as

- towns, villages, cities, counties
- school districts, BOCES and public libraries
- special districts
- water and sewer authorities
- regional planning boards

Eligible Expenses

Eligible expenses include

- Professional Services
- Capital costs
- Equipment
- Transitional personnel

CFA Application

CFA Questions

- Threshold
- Basic
- Attachment
- Standard
- Certifications

LGE CFA Attachments

Fiscal Impact Worksheet
Budget and Work Plan
Additional Information
MWBE Certification



LGE Fiscal Impact Worksheet

2016-2017 Fiscal Impact Worksheet A - Applicant Information

Instructions:

1. In the **GREEN** area below, enter the name of the lead and co-applicants. Then enter the fiscal year for the data used and the total real property taxes and assessments (tax levy) for budget items funded by property taxes through the General Fund (A & B funds) or user fees for budget items funded by fees through Enterprise Funds (FX, G & S_ funds).

2. Once the entire workbook is completed, export the entire workbook as a PDF to attach to the CFA. Export as a PDF using your program's menus.

EXAMPLE					
	<u>Name</u>	<u>Fiscal Year</u>	<u>Tax Levy or User Fees</u>	<u>Fiscal Impact (\$)</u>	<u>Fiscal Impact (%)</u>
Lead Applicant	County	2014	\$ 75,000,000	\$ (90,000.00)	-0.12%
Co-Applicant 1	City A	2014	\$ 6,500,000	\$ 135,000.00	2.08%
	<u>Name</u>	<u>Fiscal Year</u>	<u>Tax Levy or User Fees</u>	<u>Fiscal Impact (\$)</u>	<u>Fiscal Impact (%)</u>
Lead Applicant				\$ -	-
Co-Applicant 1				\$ -	-
Co-Applicant 2				\$ -	-
Co-Applicant 3				\$ -	-
Co-Applicant 4				\$ -	-
Co-Applicant 5				\$ -	-
Co-Applicant 6				\$ -	-
Co-Applicant 7				\$ -	-
Co-Applicant 8				\$ -	-
Co-Applicant 9				\$ -	-
Co-Applicant 10				\$ -	-

If your project impacts more than 10 eligible municipalities, please contact the Department of State to ensure that the proper adjustments are made to this form to maintain accuracy.

Budget and Work Plan

BUDGET & WORK PLAN

Work Plan Component 1	Task Name:	Project Start
	Anticipated Start Date:	June 2, 2015
	Anticipated Completion Date:	January 31, 2016
	Deliverable:	Minutes of meeting
Task Narrative: See Instructions	Kickoff meeting to evaluate the project and start reviewing tasks	
BUDGET CATEGORIES:	COST:	DESCRIPTION (include information on what grant funds are requested)
Personal Services, Salary & Fringe		
Non Personal Services,		
Contractual Services		
Travel		
Equipment		
Other		
TOTAL	\$	

Budget and Work Plan

Kickoff meeting to evaluate the project and start reviewing tasks		
BUDGET CATEGORIES:	BUDGET AMOUNT:	DESCRIPTION (include information on what grant funds are requested)
Personal Services, Salary & Fringe		
Non Personal Services,		
Contractual Services	\$1,500.00	Consultant to attend meeting
Travel		
Equipment		
Other		
TOTAL	\$ 1,500.00	

BUDGET CATEGORIES:	TOTAL BUDGET AMOUNT:	Funds Requested	Local Funds	Other Funds
Personal Services, Salary & Fringe	\$ -			
Non Personal Services,				
Contractual Services	\$ 1,500.00	\$ 1,350.00	\$ 150.00	
Travel	\$ -			
Equipment	\$ -			
Other	\$ -			
TOTAL	\$ 1,500.00	\$ 1,350.00	\$ 150.00	\$ -

Verification	TOTAL PROJECT COST	LGE GRANT FUNDS REQUESTED	LOCAL SHARE	OTHER FUNDS
	\$ 1,500.00	\$ 1,350.00	\$ 150.00	\$ -

Application Scoring

LGE Program and REDC Scoring Allocation

Implementation vs Planning Review Criteria

Program Priorities

LGE Application Review Criteria

Project Need

Cost Savings

Financial Impact to Taxpayers or Ratepayers

Performance Measurement

Local Government Operational Impacts

Service Delivery Impact

Project Readiness and Sustainability, and

Public Engagement

Budget and Work Plan Analysis

Evaluation of Work Plan

- Detail
- Feasibility

Evaluation of Budget

- Cost Determination
- Budget Detail
- Expense Eligibility
- Budget Relationship with Work Plan

Local Government Efficiency Program



Local Government Efficiency

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