



**Division of Local
Government Services**

Department of State

Local Government Efficiency Program

CFA 2019

A Division of New York Department of State

May 9, 2019



- 1) LGE Program Overview
- 2) LGE CFA Overview
 - Fiscal Information
 - Budget and Work Plan
 - Application Review



LGE Program Intent



Assist local governments to develop and implement new opportunities for savings and modernized service delivery

Program Funding

\$4 million is available for 2019-2020 program

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



2018 Awards

Broome County

Regional Records Management Facility Study

Rockland County Sewer District

Wastewater System Consolidation Study

Roscoe Central School District

Shared Services Implementation

Washington County

Countywide Property Assessment

Tioga County

Consolidated Information Technology Services



Eligible Funding

Planning

- Capped at \$12,500 per municipality, per project
- Maximum of \$100,000 for a project
- 50% State Funds/50% Local Fund

Implementation

- Capped at \$200,000 per municipality, per project
- Maximum of \$1,000,000 for a project
- 90% State Funds/10% Local Fund

Eligible Applicants

Local governments defined as

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

Eligible Expenses

Eligible expenses include

- Contractual and Professional Services
- Capital
- Equipment
- Transitional personnel

CFA Application

CFA Questions

- Threshold
- Basic
- Attachment
- Standard

Local Official Certification

LGE CFA Attachments

Fiscal Impact Worksheet
Budget and Work Plan
LGE Specific Information
MWBE Certification



LGE Fiscal Impact Worksheet

2019-2020 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	2018	\$ 75,000,000	\$ (90,000.00)	-0.12%
Co-Applicant 1	City A	2018	\$ 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				\$ -	-
Total			\$ -	\$ -	#DIV/0!

Budget and Work Plan

BUDGET & WORK PLAN

Work Plan Component 1	Task Name:	Project Start
	Anticipated Start Date:	January 1, 2020
	Anticipated Completion Date:	January 31, 2020
	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

1) Scoring Allocation

LGE Program (80 points)

Application REDC (20 points)

LGE projects must score a minimum of 60 points

2) Implementation vs Planning Review Criteria

3) Program Priorities

LGE Program Priorities

- 1) Implements a planning project completed with prior LGE funding
- 2) Project is part of an adopted County-Wide Shared Services Initiative (CWSSI) Plan
- 3) Local governments utilizes long-term planning, such as comprehensive plans and capital investment plans, and the project's consistency with such plans

LGE Review Criteria

- 1) Project Need
- 2) Fiscal Impact to Taxpayers or Ratepayers
- 3) Determination of Cost Savings
- 4) Operational Impact
- 5) Service Delivery Impact
- 6) Performance Measurement
- 7) Project Readiness and Sustainability
- 8) Public Engagement

LGE Work Plan and Budget Review

Work Plan Detail - Evaluation of the work plan clarity, including timelines, tasks and deliverables

Cost Determination - Evaluation of the method used to generate cost estimates

Budget Detail - Evaluation of use of funding to complete all work plan tasks and objectives

Local Government Efficiency Program



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