Department of State

Local Government Efficiency Program
Consolidated Funding Application
2021
1) Program Overview
2) CFA Overview
   Fiscal Information
   Budget and Work Plan
   Application Review
Program Intent

Assist local governments to implement new opportunities for savings and modernized service delivery.
Program Funding

$4 million is available for 2021-2022 program

Up to $3.6 million for implementation
Up to $400,000 for planning projects
Past Awards

County Bus Transit System Consolidation (Ulster County)
Countywide Solid Waste and Recycling Efficiency Implementation (Hamilton County)
Lake Ontario Harbor Dredging Regional Management Program (Orleans County)
Three School District Shared Services Implementation (Delaware and Sullivan County)
Countywide Shared Technology Services (Essex County)
Eligible Funding

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

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

• Legal and consultant services
• Capital improvements and equipment
• Transitional personnel costs not to exceed three years
Ineligible Expenses

• Recurring and indirect local government expenses
• Contingencies
• Approved operating expense of a school district as defined in Education Law § 3602(1)(t)
• Expenditures funded through other LGE grants
• Other unrelated expenses
  o Alcohol, out-of-state or out-of-country travel, prizes and awards, honoraria, lobbying, expenses, fund-raising, grant writing costs, fines and penalties, taxes, deficit funding, religious activities and refreshments for meetings
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 Compliance Form
## LGE Fiscal Impact Worksheet

### 2021-2022 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

<table>
<thead>
<tr>
<th>Name</th>
<th>Fiscal Year</th>
<th>Tax Levy or User Fees</th>
<th>Fiscal Impact ($)</th>
<th>Fiscal Impact (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lead Applicant County</td>
<td>2019</td>
<td>$ 75,000,000</td>
<td>$ (90,000.00)</td>
<td>-0.12%</td>
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<tr>
<td>Co-Applicant 1 City A</td>
<td>2019</td>
<td>$ 6,500,000</td>
<td>$ 135,000.00</td>
<td>2.06%</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Name</th>
<th>Fiscal Year</th>
<th>Tax Levy or User Fees</th>
<th>Fiscal Impact ($)</th>
<th>Fiscal Impact (%)</th>
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</thead>
<tbody>
<tr>
<td>Lead Applicant</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Co-Applicant 1</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Co-Applicant 2</td>
<td>$</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Co-Applicant 3</td>
<td>$</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Co-Applicant 4</td>
<td>$</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Co-Applicant 5</td>
<td>$</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Co-Applicant 6</td>
<td>$</td>
<td>-</td>
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Budget and Work Plan

BUDGET & WORK PLAN

**Work Plan Component 1**

- **Task Name:** Project Start
- **Anticipated Start Date:** January 1, 2022
- **Anticipated Completion Date:** January 31, 2022
- **Deliverable:** Minutes of meeting

**Task Narrative:**
Kickoff meeting to evaluate the project and start reviewing tasks

**Budget Categories:**

<table>
<thead>
<tr>
<th>Cost</th>
<th>Description (Include information on what grant funds are requested)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Personal Services, Salary &amp; Fringe</td>
</tr>
<tr>
<td></td>
<td>Non Personal Services</td>
</tr>
<tr>
<td></td>
<td>Contractual Services</td>
</tr>
<tr>
<td></td>
<td>Travel</td>
</tr>
<tr>
<td></td>
<td>Equipment</td>
</tr>
<tr>
<td></td>
<td>Other</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$</td>
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</table>
# Budget and Work Plan

Kickoff meeting to evaluate the project and start reviewing tasks

<table>
<thead>
<tr>
<th>Budget Categories</th>
<th>Budget Amount</th>
<th>Description (Include information on what grant funds are requested)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personal Services, Salary &amp; Fringe</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Personal Services, Contractual Services</td>
<td>$1,500.00</td>
<td>Consultant to attend meetings</td>
</tr>
<tr>
<td>Travel</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,500.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget Categories</th>
<th>Total Budget Amount</th>
<th>Funds Requested</th>
<th>Local Funds</th>
<th>Other Funds</th>
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</thead>
<tbody>
<tr>
<td>Personal Services, Salary &amp; Fringe</td>
<td>$</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Non Personal Services, Contractual Services</td>
<td>$1,500.00</td>
<td>$1,350.00</td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td>$</td>
<td>-</td>
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<td></td>
</tr>
<tr>
<td>Equipment</td>
<td>$</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>$</td>
<td>-</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$1,500.00</strong></td>
<td><strong>$1,350.00</strong></td>
<td><strong>$150.00</strong></td>
<td><strong>$</strong></td>
</tr>
</tbody>
</table>

Verification | Total Project Cost | LGE Grant Funds Requested | Local Share | Other Funds |
<table>
<thead>
<tr>
<th></th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>$1,500.00</strong></td>
<td><strong>$1,350.00</strong></td>
<td><strong>$150.00</strong></td>
<td><strong>$</strong></td>
</tr>
</tbody>
</table>
Application Scoring

1) Scoring Allocation
   LGE Program (80 points)
   Applicable REDC (20 points)

2) Program Priorities
LGE Program Priorities

1) Implementation of a planning project completed with prior LGE or SMSI funding

2) Project is part of a County-Wide Shared Services Initiative (CWSSI) Plan

3) Support projects that are consistent with a local governments long-term financial plans
LGE Review Criteria

1) Project Need
2) Return on Investment
3) Project Scale
4) Project Scope
5) Organizational Impact
6) Project Management Capacity
7) Municipal Readiness
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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