



**Division of Local
Government Services**

Department of State

Local Government Efficiency Program Consolidated Funding Application 2022

A Division of New York Department of State

May 26, 2022



- 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 2022-2023 program

Up to \$3.6 million for implementation

Up to \$400,000 for planning projects



2021 Awards

Consolidated Countywide Code Enforcement Plan (Chautauqua County)

Centralized Water Meter and Centralized Billing (Wyoming County)

Roscoe and Livingston Manor School District Consolidation Study (Sullivan County)

Tupper Lake North Country Regional GIS Infrastructure Project (Franklin County)

Village of Barker Joint Village Hall and Library (Niagara 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
 - 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
Other Supporting Information
MWBE Compliance Form



LGE Fiscal Impact Worksheet

2022-2023 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					
	Name	Fiscal Year	Tax Levy or User Fees	Fiscal Impact (\$)	Fiscal Impact (%)
Lead Applicant	County	2019	\$ 75,000,000	\$ (90,000.00)	-0.12%
Co-Applicant 1	City A	2019	\$ 6,500,000	\$ 135,000.00	2.08%
	Name	Fiscal Year	Tax Levy or User Fees	Fiscal Impact (\$)	Fiscal Impact (%)
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!


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.

LGE Fiscal Impact Worksheet

Instructions

Enter all information in the **GREEN** area below. Click on the Applicant cell and select from the drop down list that appears to the right (be sure to scroll up to top of list). Enter the budget code impacted by the project and a brief description. Enter the revenue associated with the budget code before and after implementation. In the example below, City A consolidates its emergency 911 dispatch operations into the county sheriff's office and closes its dispatch center. This is done by transferring 4 of its 5 dispatch operators (who each earn \$45,000) to the county and contracting with the county for 911 services for an annual payment of \$90,000.

[illegible]

 If your project impacts more than 20 budget lines, please contact the Department of State to ensure that the proper adjustments are made to this form to maintain accuracy.

Instructions

Enter all information in the **GREEN** area below. Click on the Applicant cell and select from the drop down list that appears to the right (be sure to scroll up to top of list). Enter the budget code impacted by the project and a brief description. Enter the revenue associated with the budget code before and after implementation. In the example below, City A consolidates its emergency 911 dispatch operations into the county sheriff's office and closes its dispatch center. This is done by transferring 4 of its 5 dispatch operators (who each earn \$45,000) to the county and contracting with the county for 911 services for an annual payment of \$90,000.

[illegible]

If your project impacts more than 20 budget lines, please contact the Department of State to ensure that the proper adjustments are made to this form to maintain accuracy.

Budget and Work Plan

2022 - 2023 LGE Grant Budget and Work Plan

Objective # (Title)	Task 1:	
	Anticipated Start Date:	
	Anticipated Completion Date:	
	Performance Measures:	
Task Narrative: See Instructions		
BUDGET CATEGORIES		
PERSONAL SERVICES		
Salary		
Fringe		
Non-Personal Services		
Contractual Services		
Travel		
Equipment		
Other		
TOTAL \$ -		
Objective # (Title)	Task 2:	
	Anticipated Start Date:	
	Anticipated Completion Date:	
	Performance Measures:	
Task Narrative: See Instructions		
BUDGET CATEGORIES		
PERSONAL SERVICES		
Salary		
Fringe		
Non-Personal Services		
Contractual Services		
Travel		
Equipment		
Other		
TOTAL \$ -		

Budget and Work Plan

2022 - 2023 LGE Grant Budget and Work Plan

Objective # (Title)	Task 1.0:	
	Anticipated Start Date:	
	Anticipated Completion Date:	
	Performance Measures:	
Task Narrative: See Instructions		
Budget Categories	Budget Amount	Description
Personnel Services		
Salary		
Fringe		
Non-Personal Services		
Contractual Services		
Travel		
Equipment		
Other		
TOTAL \$	-	

	Verification	TOTAL PROJECT COST	SEE GRANT FUNDS REQUESTED	LOCAL SHARE	OTHER FUNDS
		\$ -			

LGE Supporting Information

1. Resolutions and Local Agreements - Municipal resolutions or intermunicipal agreements in support of project's execution.
2. Financial Planning Documents - Documents or excerpts of documents that include a long-term plan for the project, including capital investments, cash flow and cost savings.
3. County-Wide Shared Services Plan - Excerpts from an adopted 2022 CWSSI plan or plan under consideration.
4. Additional Information - Documents including maps, timelines, price quotes, and reports, that support the application.

MWBE Compliance

- 1) Applicants must submit the Minority- and Women-Owned Business Enterprises (MWBE) Compliance Form with their application.
- 2) If project is selected for an award, MWBE compliance will be required for contractual requirements, including demonstrating that a good faith effort is made to meet the goals for certified MWBE firm participation as stated in your contract and in accordance with Article 15-A of the Executive Law.
- 3) If an applicant chooses to move forward with a project prior to any award announcement, they are responsible for meeting M/WBE requirements established by the State of New York.

Application Scoring & Priorities

- 1) Scoring Allocation - LGE Program (100 points)
- 2) Program Priorities – 5 Points Each
 - a) Implementation of a planning project completed with prior LGE or SMSI funding
 - b) Project is part of a County-Wide Shared Services Initiative (CWSSI) Plan
 - c) Support projects that are consistent with a local governments long-term financial plans

LGE Review Criteria

- 1) Project Need — Up to 10 Points
- 2) Return on Investment — Up to 10 Points
- 3) Project Scale — Up to 10 Points
- 4) Project Scope — Up to 5 Points
- 5) Organizational Impact — Up to 5 Points
- 6) Project Management Capacity — Up to 5 Points
- 7) Municipal Readiness — Up to 5 Points
- 8) Public Engagement — Up to 5 Points

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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