

NYS Department of State Local Government Efficiency Grant Program FINAL PROJECT SUMMARY REPORT	
PROJECT TITLE:	
1. Community Identifiers	
A. Lead Applicant Information	
Name of Municipality:	Federal Tax ID Number:
Name of Chief Elected Official:	Municipality Number:
Mailing Address:	Telephone Number/Extension:
	Fax Number:
<i>Fiscal metrics taken from the Comptroller's local government data base for the most recent year available</i>	
Population, 2000 census or recent census estimate	Land Area (square miles)
Total Assessed Value of Real Property	Total Full Value of Real Property
Total Tax Levy	Total Outstanding Debt
Total Revenues	Total Expenditures
Total Debt Service	Total Expenditures for area involved
B. Lead Applicant Contact Person	
Name of Contact Person:	Telephone Number/Extension:
Title:	Fax Number:
Mailing Address:	E-Mail Address:
C. Project Manager	
Name:	Company:
Title:	Telephone Number/Extension:
Mailing Address:	Fax Number:
	E-Mail Address:

D. Co-Applicants: Other municipalities Participating in the Project	
(1) Co-Applicant Municipality:	Federal Tax ID Number:
<i>Fiscal metrics taken from the Comptroller's local government data base for the most recent year available</i>	
Population, 2000 census or recent census estimate	Land Area (square miles)
Total Assessed Value of Real Property	Total Full Value of Real Property
Total Tax Levy	Total Outstanding Debt
Total Revenues	Total Expenditures
Total Debt Service	Total Expenditures for area involved

(2) Co-Applicant Municipality:	Federal Tax ID Number:
<i>Fiscal metrics taken from the Comptroller's local government data base for the most recent year available</i>	
Population, 2000 census or recent census estimate	Land Area (square miles)
Total Assessed Value of Real Property	Total Full Value of Real Property
Total Tax Levy	Total Outstanding Debt
Total Revenues	Total Expenditures
Total Debt Service	Total Expenditures for area involved

(3) Co-Applicant Municipality:	Federal Tax ID Number:
<i>Fiscal metrics taken from the Comptroller's local government data base for the most recent year available</i>	
Population, 2000 census or recent census estimate	Land Area (square miles)
Total Assessed Value of Real Property	Total Full Value of Real Property
Total Tax Levy	Total Outstanding Debt
Total Revenues	Total Expenditures
Total Debt Service	Total Expenditures for area involved

Attach additional sheets if necessary

2. Actual Project Costs	
Total Project Cost:	
Include the cost of the entire project, beyond the Department of State's financial commitment	
State Funds: Identify Sources	Local Funds:
Other Funds:	

3. Background of the Project
<p>1. Briefly explain, in a short paragraph, a clear description of the project being addressed; why was this project necessary? What is its value and/or its importance to the community? Where did the impetus for the project come from? Did local news organizations (print, broadcast) take an editorially position? If so, what was the position; and if not, why wasn't it newsworthy? If available, attach newspaper articles, letters to the editor, correspondence with elected officials, etc.</p>
<p>2. What arguments were raised, pro and con, during the discussion of the project? Did the organizational differences in the municipalities create difficulties for the project?</p>

4. Project Work

1. Use the following guidelines to describe the project and please be concise in the description, for example:
 - a. For a planning or feasibility study describe the findings and strategies recommended.
 - b. For a design project describe what is to be built.
 - c. For an equipment purchase describe what was bought.
 - d. For a capital project describe what was constructed.
 - e. For cooperative agreement, describe the government function to be conducted cooperatively.
 - f. For a shared service, describe the service, facility, activity or project to be undertaken.

2. Describe work that was done to complete the project and the proposed steps to implement the project.

3. Were any local resolutions passed or intergovernmental agreements entered into? Attach copies of any legal documents.

4. Compare the projected results as provided in your grant application with the actual results achieved. If the project has not been in operation long enough to determine results, provide revised projected cost savings based upon progress to date.

Category	OSC Code	Projected Temporary Savings	Projected Permanent Savings	Actual Temporary Savings	Actual Permanent Savings
General Government	1000				
Education	2000				
Public Safety	3000				
Health	4000				
Transportation	5000				
Economic Assistance	6000				
Culture-Recreation	7000				
Home & Comm. Services	8000				
Undistributed	9000				
Partner Savings/(Costs)					
Total Cost Savings					

Projected Return on Grant Dollars Invested

$$\frac{\text{Projected Total Cost Savings}}{\text{Expected Grant}} \times 100 = \text{\% Return on Grant Dollars}$$

Actual Return on Grant Dollars Invested

$$\frac{\text{Actual Total Cost Savings}}{\text{Grant Awarded}} \times 100 = \text{\% Return on Grant Dollars}$$

5. What were the factors that contributed to the success or failure of the project. Of particular importance are any impediments that were identified, and how they were overcome.

6. What are possible barriers in the implementation of the project? What future needs may be created by the project?

5. Project Documentation/Visuals

The following guidelines are suggested:

- a. Visuals of renderings and/or graphics, newspaper articles or photographs that depict the final product or a before and after scenario.
- b. Copies of documents entered into and developed by intermunicipal action.
- c. Photo and video documentation is encouraged but not mandatory. The video, which can be in VHS or digital format may be used in a future documentary. Photographs should be 35mm or digital. Color slides and/or digital camera discs should be labeled and dated.