

Cornell University Cooperative Extension Association of Warren County

Proposed 2009 Financial Plan

July 30, 2008

PLAN B

Impact Statement

Our primary goal has been to improve programs based on community needs and increase participation in our offerings. Some examples include:

- 1,600 students from area schools participated in our Bike Safety program this year.
- Increased numbers in our Parenting Programs with more public recognition in the press.
- 120 Foresters and Landowners attended a conference we hosted on how to best utilize their timberland.
- Warren County hosted a statewide 4-H Shooting Sports Banquet with over 240 participants.
- Our Eat Smart New York program is being aired on WMHT TV with our educator hosting the shows.

2009 Request from Warren County is \$476,375 in total appropriation. This represents an increase of \$13,875 or 3% - all of which is salary – operating expenses are the same or lower than 2008. (Last year's increase was \$23,500 or 5.35%)

Major Changes

1. Support staff upgrades/changes
 - Increase our Finance Administrator from .8 to 1.0 FTE
 - Increase one .63 Administrative Assistants to 1.0 FTE
 - Eliminate second .63 Administrative Assistant position
 - This will not require increasing benefits for these employees
2. Upgrades to our technology, communications and printed materials.
3. Collaborate with surrounding counties to develop programs and funding streams. i.e. The Adirondack Harvest program is a 5 county effort to promote growing and purchasing locally grown foods.
4. Foster working relationships with other county departments, i.e. Department of Soil and Water, Department of Parks and Recreation.

Salaries justifications include:

1. Increase the Financial Administrator from .8 to 1.0 FTE
 - Increase financial demands and grant coordination (i.e. Records Management Officer for SARA Grant)
 - Cost \$6,442.25
2. Increase one Administrative Assistants from .63 to 1.0 FTE
 - Improve customer relations answering specific program needs
 - Allow educators to focus on program development and not on daily office routines (i.e. answering phones and copying on days Part time Assistants aren't at work.)
 - Cost \$8,932.10
3. Cost of living increase to all other employees of 3.5% at a cost of \$13,150.24

Non salaried items:

1. Operating expenses remain the same or lower than 2008.
2. Employee development increased to provide mandated Cornell training for professional staff.
3. The 4-H RIDE program could not be insured and we are seeking the \$2,500 be funneled to the other 4-H Youth Leadership Programs.
4. Fuel and utility costs reflect an increase due to increased prices

Cornell Cooperative Extension Direct Benefits to Warren County

1. Fringe benefits are paid by Cornell University. The rates are approximately 45.5%. The savings at the lower rate based on the 2009 salary request is \$167,160.
2. Our goal is to maximize our opportunities for grants and contracts. We will seek to match all the 2009 requests through available grants and contracts. Example- \$13,000 Special Legislative Grant from Senator Little's office to develop our Agri-tourism program.

ACCOUNTS IN BLUE ARE COUNTY FUNDING

2009 PROPOSED BUDGET WORKSHEET -excludes ESNY - PLAN B

CORNELL UNIVERSITY COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

	2007 ACTUAL	2007 BUDGET	2008 BUDGET	2009 PROPOSED
REVENUES				
002000 3000 02 State - Other Grants/Contracts - Parent Ed Div of Court Ops	0.00	0.00	0.00	1,000.00
002000 4100 02 State - Other Grants/Contracts - Direct/Agriculture & Market	4,999.97	5,000.00	5,000.00	5,000.00
002000 4107 02 State - Other Grants/Contracts - Direct/Ag&Mkts Fairgrounds	29,059.66	32,288.51	30,000.00	0.00
004000 4100 05 CONTRIBUTIONS -RESTRICTED-TALENT SHOW	250.00	0.00	250.00	250.00
006000 4100 03 Grants/Contracts - Warren County Bed Tax	1,000.00	1,000.00	2,000.00	2,000.00
006000 4101 05 Grants/Contracts - Warren County Reality Check	0.00	0.00	0.00	2,000.00
007000 3000 05 Grants/Contracts BOOK GRANT	0.00	0.00	2,000.00	0.00
007000 3001 05 Grants/Contract - Private Support -UPPER HUDSON PRIMARY CARE	975.12	0.00	975.00	0.00
007000 3002 05 Grants/Contract - Private Support -GF Foundation	2,000.00	0.00	0.00	0.00
007000 4000 05 Other Grants/Contracts PEARSALL FOUNDATION	715.00	0.00	715.00	500.00
007000 4001 05 Other Grants/Contracts NRA	0.00	0.00	1,850.00	1,000.00
007000 4002 05 Other Grants/Contracts STEWART'S	0.00	0.00	500.00	250.00
007000 4003 05 Other Grants/Contracts CORNELL ANIMAL SCIENCE	100.00	0.00	100.00	100.00
007000 4004 05 Other Grants/Contra QUALITY DEER MGMT ASSN	0.00	0.00	500.00	0.00
007200 2025 05 Other Grants/Contracts REGIONAL FORESTRY	0.00	0.00	35,870.00	35,870.00
007200 3302 05 Other Grants/Contracts ACT FOR YOUTH	4,000.00	0.00	4,000.00	4,000.00
072000 3303 05 Other Grants/Contracts TOBACCO FREE	0.00	0.00	4,000.00	4,000.00
022000 5000 05 State - Other Grants/Contracts CEPREE (consumer energy)	3,000.00	3,000.00	3,000.00	3,000.00
033000 2005 05 Other Grants/Contracts - CORNELL DIV OF NAT RESOURCES	0.00	0.00	1,000.00	0.00
100000 7000 01 Federal/Smith Lever - Salary	12,425.18	9,000.00	9,000.00	9,000.00
200000 7000 02 State 224 Funds - Salary	86,961.57	66,099.00	64,840.00	64,840.00
300000 7000 03 County Appropriation - ASSOCIATION	439,000.00	439,000.00	462,500.00	476,375.00
302000 4200 03 County Agreements/Contracts-Warren County Campership	28,400.00	28,400.00	31,500.00	34,500.00
304000 4201 02 County Agreements/Contracts State - Youth Bureau Campership	1,696.00	0.00	1,696.00	1,800.00
400000 4000 05 Contributions Unres. - 4H	2.00	0.00	0.00	0.00
400000 4000 05 Contributions Unres. - 4H SHOOTING SPORTS	0.00	0.00	0.00	100.00
400000 4100 05 Contributions Unres. - Talent Show	50.00	275.00	50.00	50.00
400000 4101 05 Contributions Unres. - Fair Sponsorship	125.00	0.00	300.00	0.00
400000 4102 05 Contributions Unres. - ENTRY GATE	259.80	425.00	450.00	400.00
400000 4103 05 Contributions Unres. - HORSE SHOW	400.00	400.00	400.00	0.00
400000 4104 05 Contributions Unres. - FAIR	327.00	600.00	0.00	600.00
400000 4300 05 Contributions Unres. - Private Support	12.00	500.00	500.00	500.00
400000 4401 05 Contributions Unres. - 4-H RIDE	557.00	0.00	2,750.00	0.00
400000 7000 05 Contributions - Unrestricted	136.35	0.00	100.00	100.00

ACCOUNTS IN BLUE ARE COUNTY FUNDING

2009 PROPOSED BUDGET WORKSHEET -excludes ESNY - PLAN B

CORNELL UNIVERSITY COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

	2007 ACTUAL	2007 BUDGET	2008 BUDGET	2009 PROPOSED
510000 4100 05 Sales - Fund Raising/Food Booths - Fair	136.00	100.00	350.00	200.00
510000 4101 05 Sales - Fund Raising/GAMES -Fair	248.10	150.00	250.00	250.00
510000 4102 05 Sales - Fund Raising/Vendor Space Fair	155.00	150.00	175.00	175.00
510000 4103 05 Sales - Fund Raising/Hershey's Candy	10.00	0.00	0.00	0.00
510000 4106 05 Sales - Fund Raising/Fair Building Sponsorship	450.00	0.00	700.00	450.00
510000 4300 05 Sales - Fund Raising/Private Support	53.50	4,701.00	750.00	750.00
510000 4306 05 Sales - Fund Raising/Spring Fund Drive	1,090.90	0.00	1,100.00	1,100.00
510000 4307 05 Sales - Fund Raising/Fall Fund Drive	484.00	0.00	1,100.00	1,100.00
510000 4402 05 Sales - Fund Raising/Duck Race	1,020.62	0.00	1,000.00	0.00
510000 4406 05 Sales - Fund Raising	52.50	0.00	0.00	0.00
Total Revenues	635,204.55	596,387.51	684,058.00	664,032.00
TRANSFERS FROM FUND BALANCES				
551000 2001 05 Transfer from Designated Funds -Ag & Natural Resources	838.36	0.00	0.00	1,193.00
551000 3000 05 Transfer from Designated - FAMILY & CONSUMER SCIENCE	17,345.11	0.00	15,650.00	17,625.00
551000 4000 05 Transfer from Designated - 4-H	0.00	0.00	495.46	2,600.00
551000 4100 05 Transfer from Designated - Fair Contingency	950.00	950.00	0.00	0.00
551000 4300 05 Transfer from Designated - Private Support	3,043.40	0.00	2,445.00	2,545.00
551000 4400 05 Transfer from Designated- 4-H RIDE Contingency	2,277.22	0.00	4,000.00	0.00
551000 7000 05 Transfer from Designated Funds	6,799.40	0.00	15,000.00	12,161.00
552000 7000 05 Transfer from General Fund	336.20	5,000.00	0.00	3,136.00
554000 7000 05 Transfer from Plant Funds - Depreciation	22,280.62	24,000.00	21,000.00	25,000.00
Total Transfers from Fund Balances	53,870.31	29,950.00	58,590.46	64,260.00
TOTAL REVENUES & TRANSFERS FROM FUND BALANCES	689,074.86	626,337.51	742,648.46	728,292.00

ACCOUNTS IN BLUE ARE COUNTY FUNDING

2009 PROPOSED BUDGET WORKSHEET -excludes ESNY - PLAN B

CORNELL UNIVERSITY COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

	2007 ACTUAL	2007 BUDGET	2008 BUDGET	2009 PROPOSED
800000 4302 05 Awards & Prizes - Camperships 2 @\$75.00 each	0.00	150.00	150.00	150.00
800000 4303 05 Awards & Prizes - Public Presentation Incentive	200.10	150.00	200.00	200.00
800000 4304 05 Awards & Prizes - Adirondack Guide (Certification)	0.00	150.00	150.00	150.00
800000 5000 05 Awards & Prizes - Consumer Education	0.00	50.00	0.00	0.00
800000 7000 03 Awards & Prizes - Association	65.47	425.00	400.00	400.00
800000 7000 08 Awards & Prizes - Association -FUNDED BY DESIGNATED	151.15	0.00	0.00	0.00
801000 4000 05 Cost of Fund Raising - 4-H	0.00	0.00	100.00	100.00
801000 4100 05 Cost of Fund Raising - Food Booth	10.12	100.00	50.00	325.00
801000 4101 05 Cost of Fund Raising - GAMES	0.00	100.00	50.00	100.00
801000 4300 05 Cost of Fund Raising - Private Support	37.00	504.00	500.00	250.00
801000 4306 05 Cost of Fund Raising - Spring Drive	654.20	0.00	700.00	700.00
801000 4307 05 Cost of Fund Raising - Fall Fund Drive	223.16	0.00	700.00	700.00
801000 4400 05 Cost of Fund Raising - 4-H RIDE	30.37	0.00	50.00	0.00
802000 4003 03 Trips & Tours - Environmental Awareness	120.00	825.00	400.00	400.00
802000 4301 05 Trips & Tours - 4H Capital Days	280.00	260.00	300.00	300.00
802000 4301 06 Trips & Tours - NYC Honor/Private Support	636.20	630.00	650.00	650.00
802000 4302 05 Trips & Tours - Tri County/NE Leaders Forum	45.20	0.00	1,200.00	400.00
802000 4303 05 Trips & Tours - Starr Teen Leadership	455.00	260.00	500.00	550.00
802000 4304 05 Trips & Tours - Career Explorations	1,035.00	666.00	1,100.00	1,100.00
802000 4305 05 Trips & Tours - Misc Scholarship	0.00	200.00	0.00	0.00
810000 7000 03 Communication - Telephone - Association	3,456.97	4,000.00	4,120.00	4,120.00
811000 4107 05 Communication - Postage - FAIRGROUNDS GRANT	6.08	0.00	0.00	0.00
811000 6000 03 Communication - Postage - Warren Connection	1,006.70	700.00	720.00	782.00
811000 7000 03 Communication - Postage - Association	3,278.55	4,000.00	4,500.00	4,500.00
811000 7001 03 Communication - Postage - Bulk Mail	1,236.71	2,000.00	2,500.00	2,500.00
812000 7000 03 Communication - Computer	7,378.99	8,000.00	9,000.00	6,100.00
820000 4100 05 Supplies - Fair	620.14	300.00	600.00	1,200.00
820000 6000 03 Supplies - Information Center	189.20	400.00	410.00	423.00
820000 6001 03 Supplies - Warren County Connection - Paper	517.07	500.00	515.00	531.00
820000 7000 03 Supplies - General Office	3,867.16	5,100.00	5,250.00	5,250.00
821000 7000 03 Insurance - Directors & Officers	990.00	1,200.00	1,000.00	1,000.00
821000 7001 03 Insurance - Contents	1,167.00	1,260.00	1,200.00	1,200.00
821000 7003 03 Insurance - General /Excess/Auto Liability, Bonding	6,038.07	6,100.00	6,285.00	6,685.00
821000 7004 03 Insurance - 4-H Activity	280.13	350.00	300.00	300.00
821000 7005 03 Insurance - Employee Assist Plan	625.00	625.00	625.00	625.00

ACCOUNTS IN BLUE ARE COUNTY FUNDING

2009 PROPOSED BUDGET WORKSHEET -excludes ESNY - PLAN B
 CORNELL UNIVERSITY COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

	2007 ACTUAL	2007 BUDGET	2008 BUDGET	2009 PROPOSED
832000 7000 03 Fleet - Gas	2,469.30	3,700.00	3,825.00	4,000.00
832000 7001 03 Fleet - Repairs/Maintenance	2,707.84	1,500.00	2,000.00	2,000.00
833000 2000 08 Equipment - Non-Cap/FUNDED BY DESIGNATED AG & NAT RES	354.46	0.00	0.00	0.00
833000 4004 05 Equipment - Non-Cap/QUALITY DEER MGMT ASSN	0.00	0.00	500.00	0.00
833000 4107 05 Equipment - Non-Capitalized - FAIRGROUND GRANT	8,039.99	12,570.00	0.00	0.00
833000 4400 05 Equipment - Non-Capitalized - 4-H RIDE	0.00	0.00	2,635.00	0.00
833000 7000 03 Equipment - Non-Capitalized Association	1,593.05	1,500.00	1,500.00	500.00
834000 7000 03 Computer Software	100.03	500.00	500.00	500.00
841000 6000 03 Printing - Warren Connection	3,600.00	0.00	3,600.00	3,600.00
842000 4300 05 Marketing - 4-H Club Formation	595.35	200.00	500.00	600.00
842000 7000 03 Classified Ads	2,223.16	500.00	750.00	750.00
843000 4100 05 Publicity - Warren County Fair Occupancy Tax Grant	1,092.42	1,225.00	2,000.00	2,000.00
843000 4400 08 Publicity - 4-H RIDE/FUNDED BY DESIGNATED	98.71	0.00	0.00	0.00
843000 7000 03 Publicity - Association	110.77	100.00	500.00	500.00
843000 7000 08 Publicity - Association/FUNDED BY DESIGNATED	1,057.40	0.00	0.00	0.00
851000 7000 03 Association Services	5,707.00	5,695.00	5,870.00	6,470.00
852000 2000 03 Teaching Materials - Agriculture & Natural Resources	482.82	600.00	800.00	800.00
852000 2000 05 Teaching Materials - REGIONAL FORESTRY GRANT	0.00	0.00	35,870.00	35,870.00
852000 2000 08 Teaching Materials -Agric & Natural Res/FUNDED BY DESIGNATED	483.90	0.00	0.00	0.00
852000 2005 05 Teaching Materials - CORNELL DIV OF NAT RESOURCES	0	0	1,000.00	0.00
852000 2001 03 Teaching Materials - Master Gardener	0.00	200.00	200.00	200.00
852000 3000 03 Teaching Materials - FAMILY & CONSUMER SCIENCE	(743.71)	600.00	800.00	800.00
852000 3000 05 Teaching Materials - FAMILY & CONSUMER SCIENCE/BOOK GRANT	560.79	0.00	2,000.00	0.00
852000 3001 05 Teaching Materials - FAMILY & CONSUMER SCIENCE/UPPER HUDSON	1,781.18	0.00	975.00	0.00
852000 3003 05 Teaching Materials - FAMILY & CONSUMER SCIENCE/TOBACCO FREE	0.00	0.00	2,500.00	4,000.00
852000 4000 05 Teaching Materials - FAMILY & CONSUMER SCIENCE/PEARSALL GRA	0.00	0.00	715.00	500.00
852000 4001 03 Teaching Materials - 4-H	530.35	250.00	800.00	1,000.00
852000 4001 05 Teaching Materials - 4-H -NRA GRANT	0.00	0.00	1,850.00	1,000.00
852000 4002 05 Teaching Materials - 4-H -STEWART'S GRANT	0.00	0.00	500.00	250.00
852000 4003 05 Teaching Materials - CORNELL ANIMAL SCIENCE GRANT	0.00	0.00	100.00	100.00
852000 4004 05 Teaching Materials - SHOOTING SPORTS	0.00	0.00	0.00	0.00
852000 4300 05 Teaching Materials - Spring Club Assistance	154.00	200.00	0.00	100.00
852000 4301 05 Teaching Materials - Fall Club Assistance	0.00	200.00	0.00	0.00

ACCOUNTS IN BLUE ARE COUNTY FUNDING

2009 PROPOSED BUDGET WORKSHEET -excludes ESNY - PLAN B

CORNELL UNIVERSITY COOPERATIVE EXTENSION ASSOCIATION OF WARREN COUNTY

	2007 ACTUAL	2007 BUDGET	2008 BUDGET	2009 PROPOSED
TRANSFERS TO FUND BALANCES				
913000 2000 05 Transfer to Designated - Agriculture & Natural Resource	960.00	0.00	807.00	0.00
913000 3000 05 Transfer to Designated - Family & Consumer Science	0.00	0.00	0.00	0.00
913000 4100 05 Transfer to Designated - FAIR	0.00	0.00	0.00	0.00
913000 4300 05 Transfer to Designated - Private Support	4,732.23	0.00	0.00	0.00
913000 4400 05 Transfer to Designated - 4-H RIDE	4,707.22	0.00	0.00	0.00
913000 7000 05 Transfer to Designated Fund	22,210.07	0.00	0.00	0.00
914000 7000 05 Transfer to General Fund	14,217.90	0.00	0.00	0.00
916000 4107 05 Transfer to Plant - Equipment/FAIRGROUNDS	10,220.50	13,233.00	0.00	0.00
918000 7000 05 Transfer to Plant - Computer	1,247.00	1,200.00	0.00	0.00
Total Transfers to Fund Balances	58,294.92	14,433.00	807.00	0.00
TOTAL EXPENSES & TRANSFERS TO FUND BALANCES	684,142.88	626,337.51	742,648.46	728,292.00
NET FROM ESNY	(4,931.98)	0.00	0.00	
NET FROM TRANSFERS	(4,424.61)	15,517.00	57,783.46	64,260.00
NET FROM CURRENT OPERATIONS	9,356.59	(15,517.00)	(57,783.46)	(64,260.00)
NET FROM TRANSFERS & CURRENT OPERATIONS	0.00	0.00	0.00	0.00

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Youth Program 4-H Camp
BUDGET ACCOUNT CODE: A.7310

OBJECT CODES	2007 EXPENDITURES	2008 APPROPRIATIONS	2009 DEPARTMENT REQUESTS
400's CONTRACTUAL	\$28,400.00	\$31,500.00	\$0.00
TOTALS	\$28,400.00	\$31,500.00	\$0.00

2007 REVENUES	2008 ESTIMATED REVENUES	2009 DEPARTMENT REQUESTS
\$0.00		\$0.00

Mr. Seeley reported that the 2009 Youth Program 4-H Camp (A.7310) budget request was \$34,500.00 as compared to a 2008 appropriations of \$31,500.00, an increase of \$3,000.

SIGNED:

DEPARTMENT HEAD

TITLE:

DATE:

BUDGET REQUEST APPROVED:

COMMITTEE CHAIR

DATE: _____

BUDGET OFFICER APPROVAL:

DATE: _____

PLEASE NOTE: THIS FORM MUST BE ACCOMPANIED BY ALL DETAILED BUDGET SHEETS

WARREN COUNTY BUDGET SUMMARY SHEET

PRIOR YEAR EXPENDITURES AND REQUEST FOR 2009 APPROPRIATIONS

REQUEST SUBMISSION TO THE CLERK OF THE BOARD OF SUPERVISORS

NAME OF DEPARTMENT: Agri. & Livestock - Ext. Serv.

BUDGET ACCOUNT CODE: A.8750

OBJECT CODES	2007 EXPENDITURES	2008 APPROPRIATIONS	2009 DEPARTMENT REQUESTS
100's PERSONAL SERVICES	\$2,643.12	\$2,710.00	\$2,710.00
400's CONTRACTUAL	\$439,000.00	\$462,500.00	\$0.00
TOTALS	\$441,643.12	\$465,210.00	\$2,710.00

Mr. Sealey appraised that the 2009 Extension Services (A.8750) budget request was \$476,375., as compared to 2008 appropriations of \$462,500., an increase of \$13,875.

SIGNED:

DEPARTMENT HEAD

TITLE:

DATE:

BUDGET REQUEST APPROVED:

COMMITTEE CHAIR

DATE:

BUDGET OFFICER APPROVAL:

DATE:
