

SCHEDULE A

(\$ 5,000 per unit or greater)

MACHINERY & EQUIPMENT

by Department

(Excludes CIP Budget)

*include on Schedule C

Department Economic Development

FY2012

Description of Item	(A) Rank by Priority (1=high, 5=low)	(B) Current Existing Inventory	(C) Planned Additions	(D) Planned Deletions use ()	(E) \$ Unit Cost	(F) (= C * E) Extended Cost	Justification (use additional sheets, if necessary)
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Not Applicable

0

TOTAL

0

0

0

0

SCHEDULE B

Cecil County Government
Budget Request Forms

REVENUE SOURCES
by Department

Department

Economic Development

FY2012

Account Title or Description of Source	FY 2011 Current Year Amended Budget	FY 2012 Requested Budget	Budget Comments
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Tourism Grant

20,000

20,000

Unclear at this time whether grant monies will be available, however if State funding is available, the grant must augment, and not replace locally-funded initiatives.

TOTAL

20,000

20,000

SCHEDULE C

OPERATING EXPENDITURES
by Department
(excluding Salaries, Fringes)
(include OT, shift diff., holiday)

Department

Economic Development

FY2012

Account Title	FY2011 Current Year Amended Budget	FY2012 Requested Budget	Comments
Supplies	13,500	13,500	
Travel	15,000	15,000	
Training & Education	3,000	3,000	
Dues & Publication	2,500	2,500	
Professional Services	0	0	
Electricity	5,500	5,500	
Postage	10,000	10,000	
Telephone	10,000	10,000	
Advertising	89,500	89,500	
Insurance	350	350	
Gas & Oil	2,500	2,500	
Vehicle Repair and Maintenance	2,500	2,500	
Printing	2,000	2,000	
Tourism	151,500	165,000	Note*
Equipment Rental	2,000	2,000	
Special Projects	100,000	100,000	SBDC \$11,500; EAGB \$22,500; CLI \$2,000; NMTC \$3,000; Army Alliance \$10,000; Kent Co. \$2,000; Marketing \$49,000
Industrial Development	9,000	9,000	

For FY 2011, the adopted budget was \$165,000, which included the \$20,000 projected grant from the State. During the fiscal year, it was determined that the grant should not be anticipated. We reduced the budget to reflect same. Tourism has received private donations during FY 2011 in the amount of \$6,500 to date.

TOTAL	418,850	432,350	
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SCHEDULE D

Cecil County Government
Budget Request Forms

STAFFING SUMMARY
(express in FTE, 2080 hours = 1 FTE)

Department

Economic Development

FY2012

Position Listing (by title)	FY 2011 Authorized Positions	FY 2012 Requested Total Positions	Comments
Director	1	1	
Deputy Director	1	1	
Tourism Coordinator	1	1	
Agricultural Coordinator	1	1	
Marketing Coordinator	1	1	
Administrative Assistant	1	1	
Office Services Assistant	0.75	0.75	part-time tourism office
Office Services Assistant	1	1	contract employee in tourism office

TOTAL

7.75

7.75