

OMB Automation

305-076020-56400-519

General Fund

Other General Governmental Services

Management Services

MIS

Existing Project- Anticipated Carry Forward Request

Project Description

This project involves the purchase an automated budget preparation package for all aspects of budget development. The package should allow for data collection for all various departments/agencies, analysis by OMB and document preparation for the Board and public. The application should be able to receive electronic data files from both finance and personnel and should be able to prepare downloadable files for transmission to same. Currently the County utilizes a series of Excel spreadsheets for the development of the annual budget. This process has a number of areas that could be improved upon. In particular, OMB staff spends an inordinate amount of time data entering history files from both Finance and Personnel.

Project History

Object	(1)L.T.D. 09/30/01	FY 02 Adopted	FY 02 Carry Fwd.	FY 02 Amendments	(2)FY 02 Adj. Budget	Y.T.D. Thru 2nd Qtr.	FY 02 % Y.T.D. Exp's
Land							
Buildings							
Other							
Equipment		182,400	65,100		247,500		
TOTAL		\$182,400	\$65,100		\$247,500		
Funding							
General - 305		182,400	65,100		247,500		
TOTAL		\$182,400	\$65,100		\$247,500		

Project Costs

Object	FY 03 Budget	FY 04 Planned	FY 05 Planned	FY 06 Planned	FY 07 Planned	(3)FY03-FY07 Totals	Total (1+2+3) Project Cost
Land							
Buildings							
Other							
Equipment							247,500
TOTAL							\$247,500
Funding							
General - 305							247,500
TOTAL							\$247,500

Operating Impact

		FY 03	FY 04	FY 05	FY 06	FY 07	FY03 - FY07
		Budget	Planned	Planned	Planned	Planned	Totals
Account	Fund-Org						
Personnel							
Operating							
Cap. Outlay							
	TOTAL						
Staffing	Fund-Org						
FTEs							
OPS							

Project Justification, OMB Analysis, and Additional Notes:

This data entry leaves ample opportunity for error which then requires more staff time for proofing. The current system of spreadsheets does not allow for management reporting throughout the process as the underlying data is not contained in a central database. This makes it impossible for real time reporting. The current excel process also makes it difficult, time consuming and error prone in preparing the annual budget ads and data files for transmission to Clerk Finance.