



JUDICIAL COUNCIL OF CALIFORNIA

TRIAL COURT BUDGET
ADVISORY COMMITTEE

TRIAL COURT BUDGET ADVISORY COMMITTEE FISCAL PLANNING SUBCOMMITTEE

MATERIALS FOR NOVEMBER 19, 2020 MEETING

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TRIAL COURT BUDGET
ADVISORY COMMITTEE

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TRIAL COURT BUDGET ADVISORY COMMITTEE

FISCAL PLANNING SUBCOMMITTEE

NOTICE AND AGENDA OF OPEN MEETING

Open to the Public (Cal. Rules of Court, rule 10.75(c)(1) and (e)(1))

THIS MEETING IS BEING CONDUCTED BY ELECTRONIC MEANS

THIS MEETING IS BEING RECORDED

Date: November 19, 2020
Time: 9:30 a.m. - 10:00 a.m.
Public Call-in Number: 1-877-820-7831, Pass Code: 1884843 (listen only)

Meeting materials will be posted on the advisory body web page on the California Courts website at least three business days before the meeting.

Members of the public seeking to make an audio recording of the meeting must submit a written request at least two business days before the meeting. Requests can be e-mailed to tcbac@jud.ca.gov.

I. OPEN MEETING (CAL. RULES OF COURT, RULE 10.75(C)(1))

Call to Order and Roll Call

Approval of Minutes

Approve minutes of the September 17, 2020 Fiscal Planning Subcommittee meeting.

II. PUBLIC COMMENT (CAL. RULES OF COURT, RULE 10.75(K)(1))

This meeting will be conducted by electronic means with a listen only conference line available for the public. As such, the public may submit comments for this meeting only in writing. In accordance with California Rules of Court, rule 10.75(k)(1), written comments pertaining to any agenda item of a regularly noticed open meeting can be submitted up to one complete business day before the meeting. For this specific meeting, comments should be e-mailed to tcbac@jud.ca.gov. Only written comments received by 9:30 a.m. on November 18, 2020 will be provided to advisory body members prior to the start of the meeting.

III. DISCUSSION AND POSSIBLE ACTION ITEMS (1)

Item 1

Trial Court Trust Fund (TCTF) Funds Held on Behalf of the Trial Courts Requests (Action Item)

Consideration of a recommendation to the Judicial Council to approve TCTF funds to be held on behalf of the trial courts in response to 25 new requests and ten amended requests from ten trial courts.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee
Mr. Catrayel Wood, Senior Analyst, Judicial Council Budget Services

IV. INFORMATION ONLY ITEMS (NO ACTION REQUIRED)

None

V. ADJOURNMENT

Adjourn



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OF CALIFORNIA

TRIAL COURT BUDGET
ADVISORY COMMITTEE

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TRIAL COURT BUDGET ADVISORY COMMITTEE

FISCAL PLANNING SUBCOMMITTEE

MINUTES OF OPEN MEETING

September 17, 2020

9:30 a.m. – 10:00 a.m.

Call in Number: 1-877-820-7831, Pass Code: 1884843 (listen only)

Advisory Body Members Present: Judges: Hon. Jonathan B. Conklin (Chair), Hon. Kimberly A. Gaab, and Hon. Charles Margines.

Executive Officers: Ms. Kim Bartleson, Mr. Chad Finke, Mr. Shawn Landry, Mr. Brian Taylor, and Mr. David H. Yamasaki.

Advisory Body Members Absent: Mr. Chris Ruhl and Mr. Michael D. Planet.

Others Present: Ms. Brandy Olivera, Ms. Michele Allan, and Mr. Catrayel Wood.

OPEN MEETING

Call to Order and Roll Call

The chair called the meeting to order at 9:30 a.m. and roll was called.

Approval of Minutes

The advisory body reviewed and approved the minutes of the August 3, 2020 Fiscal Planning Subcommittee (FPS) meeting.

DISCUSSION AND ACTION ITEMS (ITEMS 1-2)

Item 1

Trial Court Trust Fund (TCTF) Funds Held on Behalf of the Trial Courts Requests (Action Item)

Consideration of a recommendation to the Judicial Council to approve TCTF funds to be held on behalf of the trial courts in response to six new requests and two amended requests from eight trial courts.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee

Mr. Catrayel Wood, Senior Analyst, Judicial Council Budget Services

Action:

The following was approved for consideration by the Judicial Council:

- FPS unanimously approved four new funds held on behalf (FHOB) requests, one submitted by each of the following superior courts, Calaveras, Sutter, Shasta, and Del Norte.
- FPS approved Alameda Superior Court’s new FHOB request in a vote as follows:
 - Yes: 7
 - No: 0
 - Abstain: 1
- FPS approved Solano Superior Court’s new FHOB request in a vote as follows:
 - Yes: 7
 - No: 0
 - Abstain: 1
- FPS unanimously approved two amended FHOB requests; one submitted by Colusa Superior Court and one submitted by Mendocino Superior Court.

Item 2

Children’s Waiting Room (CWR) Report (Action Item)

Consideration of continued receipt of CWR funds for Los Angeles Superior Court.

Presenter(s)/Facilitator(s): Hon. Jonathan B. Conklin, Chair, Fiscal Planning Subcommittee
Ms. Oksana Tuk, Senior Analyst, Judicial Council Budget Services

Action:

- FPS unanimously approved Los Angeles’ CWR request for consideration by the Judicial Council.

A D J O U R N M E N T

There being no further business, the meeting was adjourned at 9:45 a.m.

Approved by the advisory body on [date].

JUDICIAL COUNCIL OF CALIFORNIA
BUDGET SERVICES
Report to the Fiscal Planning Subcommittee

(Action Item)

Title: Trial Court Trust Fund (TCTF) Funds Held on Behalf (FHOB) of the Trial Courts Requests

Date: 11/19/2020

Contact: Catrayel Wood, Senior Analyst, Judicial Council Budget Services
916-643-7008 | catrayel.wood@jud.ca.gov

Issue

Consideration of TCTF funds to be held on behalf of the trial courts in response to 25 new requests and ten amended requests totaling \$7,725,631 from ten trial courts for recommendation to the Judicial Council at its January 22, 2021 business meeting.

Background

Government Code section 77203 authorizes trial courts to carry over unexpended funds in certain amounts from the courts' operating budget from the prior fiscal year. Prior to June 30, 2014, trial courts could carry over all unexpended funds from their operating budget from the prior fiscal year. Commencing June 30, 2014, and concluding June 30, 2019, trial courts could carry over unexpended funds in an amount not to exceed 1 percent of their operating budget from the prior fiscal year. Commencing June 30, 2020, trial courts may carry over unexpended funds in an amount not to exceed 3 percent of the court's prior year operating budget.

At the Judicial Council's business meeting on April 15, 2016¹, the council approved the Trial Court Budget Advisory Committee recommended process, criteria, and required information for trial courts to request TCTF reduced allocations, related to the fund balance cap, be retained in the TCTF as restricted fund balance for the benefit of those courts.

Categories or activities for which funds can be requested to be held include, but are not limited to:

- Projects that extend beyond the original planned three-year process such as delayed deployment of information systems;
- Technology improvements or infrastructure such as a new case management system;
- Facilities maintenance or repair allowed under rule 10.810 of the California Rule of Court;
- Court efficiencies such as online and smart forms for court users; and

¹ Judicial Council meeting report (April 15, 2016), <https://jcc.legistar.com/View.ashx?M=F&ID=4378277&GUID=57D6B686-EA95-497E-9A07-226CA724ADCB>; Judicial Council meeting minutes (April 15, 2016), <https://jcc.legistar.com/View.ashx?M=M&ID=463457&GUID=194A3350-D97F-452B-ACF4-1EBE6C105CCA>

JUDICIAL COUNCIL OF CALIFORNIA
BUDGET SERVICES
Report to the Fiscal Planning Subcommittee

- Other court infrastructure projects such as vehicle replacement or copy machine replacement.

TCTF FHOB Requests

The TCTF FHOB of the trial courts process requires courts to submit their requests at least 40 business days before the Judicial Council business meeting. Ten courts have submitted a total of 35 new and amended requests within this time frame:

New requests to hold funds in excess of the 3 percent 2019-20 fund balance cap totaling \$2,072,374:

- \$365,169 request of Colusa Superior Court for digitization of the court's archive of approximately 100,000 court case files. The court's application for \$380,169 includes a \$15,000 contribution from the 2020-21 fund balance;
- \$643,853 request of San Benito Superior Court for digitization and information technology hosting;
- \$72,000 request of Mono Superior Court for phone server replacement;
- \$60,000 request of Mono Superior Court for the purchase of a new vehicle;
- \$169,454 request of Monterey Superior Court to expand services at King City courthouse;
- \$48,209 request of Imperial Superior Court for new computer workstations;
- \$75,000 request of Imperial Superior Court to replace copiers;
- \$45,000 request of Imperial Superior Court to purchase an IT Department truck;
- \$88,000 request of Imperial Superior Court for software upgrades;
- \$40,000 request of Imperial Superior Court for new courthouse connection setup costs;
- \$55,000 request of Imperial Superior Court for audio visual replacement and upgrades;
- \$25,000 request of Imperial Superior Court for server room improvements;
- \$10,000 request of Imperial Superior Court to purchase courtroom interpreter equipment;
- \$4,000 request of Imperial Superior Court for new printers;
- \$9,846 request of Imperial Superior Court to purchase courthouse court room blinds;
- \$48,003 request of Imperial Superior Court for the Winterhaven shade structure;
- \$45,137 request of Imperial Superior Court to replace window screens;
- \$33,200 request of Imperial Superior Court to purchase a new van;
- \$35,000 request of Imperial Superior Court for a new facilities truck;
- \$37,524 request of Imperial Superior Court for new flooring;
- \$50,000 request of Imperial Superior Court to replace existing computer workstations;
- \$48,319 request of Imperial Superior Court for ceiling repairs and painting;
- \$30,000 request of Imperial Superior Court for the Brawley Courthouse move;
- \$18,000 request of Imperial Superior Court for file room renovations; and
- \$16,660 request of Imperial Superior Court for an air quality management system.

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Amended requests totaling \$5,653,257:

- Request of Sutter Superior Court to amend the fiscal year, to complete technological enhancements and facility modifications, from 2022-23 to 2020-21 and reduce the requested amount from \$500,101 to \$496,893;
- Request of Orange Superior Court to amend the fiscal year, to complete its Tyler Case Management System, from 2018-19 to 2022-23 and to hold additional funds from their 2019-20 fund balance in excess of the 3 percent cap in the amount of \$110,085;
- Request of San Mateo Superior Court to amend their expenditure plan that moves the completion date, to repair and/or replace up to approximately 230,000 square feet of worn and damaged 30-year-old flooring and carpeting, from 2022-23 to 2023-24 and to hold additional funds from their 2019-20 fund balance in excess of the 3 percent cap in the amount of \$134,983;
- Request of Sacramento Superior Court to amend their fiscal year of project completion for their case management system from 2020-21 to 2021-22;
- Request of Sacramento Superior Court to amend the expenditure plan, for a Case Management System, for the 2018-19 fund balance funds held on behalf moving unspent 2019-20 funds to 2020-21;
- Request of Mono Superior Court to amend their audio-visual project expenditure plan that moves the completion from 2021-22 to 2024-25 and to hold additional funds from their 2019-20 fund balance in excess of the 3 percent cap in the amount of \$127,532;
- Request of Mono Superior Court to amend their digital scanning/storage project expenditure plan that moves the project completion from 2020-21 to 2021-22 and to hold additional funds from their 2019-20 fund balance in excess of the 3 percent cap in the amount of \$23,102;
- Request of Mono Superior Court to amend the fiscal year to replace desktop computers for its employees from 2021-22 to 2022-23 due to project delays;
- Request of Mono Superior Court to hold additional funds from their 2019-20 fund balance in excess of the 3 percent cap in the amount of \$20,000 for the purchase of a new vehicle.
- Request of Tehama Superior Court to amend their CMS expenditure plan and to hold additional funds from their 2019-20 fund balance in excess of the 3 percent cap in the amount of \$217,950.

Recommendation

The recommendation is to approve 25 new requests and ten amended requests totaling \$7,725,631 from ten trial courts for recommendation to the Judicial Council at its January 22, 2021 business meeting.

Attachments

- Attachment 1:** Summary of Requests for TCTF FHOB of the Court (New Requests)
Attachment 2: Application for TCTF FHOB of the Court—Request for Colusa Superior Court (New Request)

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- Attachment 3:** Application for TCTF FHOB of the Court—Request for San Benito Superior Court (New Request)
- Attachment 4:** Application for TCTF FHOB of the Court—Request for Mono Superior Court (New Request)
- Attachment 5:** Application for TCTF FHOB of the Court—Request for Mono Superior Court (New Request)
- Attachment 6:** Application for TCTF FHOB of the Court—Request for Monterey Superior Court (New Request)
- Attachment 7:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
- Attachment 8:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
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- Attachment 21:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)

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BUDGET SERVICES
Report to the Fiscal Planning Subcommittee

- Attachment 22:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
- Attachment 23:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
- Attachment 24:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
- Attachment 25:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
- Attachment 26:** Application for TCTF FHOB of the Court—Request for Imperial Superior Court (New Request)
- Attachment 27:** **Summary of Requests for TCTF FHOB of the Court (Amended Requests)**
- Attachment 28:** Application for TCTF FHOB of the Court—Request for Sutter Superior Court (Amended Request)
- Attachment 29:** Application for TCTF FHOB of the Court—Request for Orange Superior Court (Amended Request)
- Attachment 30:** Application for TCTF FHOB of the Court—Request for San Mateo Superior Court (Amended Request)
- Attachment 31:** Application for TCTF FHOB of the Court—Request for Sacramento Superior Court (Amended Request)
- Attachment 32:** Application for TCTF FHOB of the Court—Request for Sacramento Superior Court (Amended Request)
- Attachment 33:** Application for TCTF FHOB of the Court—Request for Mono Superior Court (Amended Request)
- Attachment 34:** Application for TCTF FHOB of the Court—Request for Mono Superior Court (Amended Request)
- Attachment 35:** Application for TCTF FHOB of the Court—Request for Mono Superior Court (Amended Request)
- Attachment 36:** Application for TCTF FHOB of the Court—Request for Mono Superior Court (Amended Request)
- Attachment 37:** Application for TCTF FHOB of the Court—Request for Tehama Superior Court (Amended Request)
- Attachment 38:** *Judicial Council—Approved Process, Criteria, and Required Information for TCTF FHOB of the Courts*

Summary of Requests for Trial Court Trust Fund Funds to be Held on Behalf of the Court (New Requests)

Table 1: New Requests for Consideration by the Judicial Council at its January 22, 2021 Business Meeting

Court	Amount Requested	Category	High Level Summary
Colusa	365,169	Technology	Digitization of the court's archive of approximately 100,000 court case files
San Benito	643,853	Technology	Digitization and Information Technology Hosting
Mono	72,000	Technology	Phone Server Replacement
Mono	60,000	Auto	Vehicle Replacement
Monterey	169,454	Services	Expand Services at King City Courthouse
Imperial	48,209	Technology	New Building Computer Workstations
Imperial	75,000	Technology	Departments Copiers Replacement
Imperial	45,000	Auto	IT Department Truck
Imperial	88,000	Technology	Software Upgrades and Replacements
Imperial	40,000	Facility	New Courthouse IVTA Setup Costs
Imperial	55,000	Facility	AV Replacement for Current Courtrooms
Imperial	25,000	Technology	Server Room and IDF UPS
Imperial	10,000	Technology	Courtroom Interpreter Equipment
Imperial	4,000	Technology	Judicial Officers Printers
Imperial	9,846	Facility	Courthouse Court Room Blinds
Imperial	48,003	Facility	Winterhaven Shade Structure
Imperial	45,137	Facility	Window Screens Replacement
Imperial	33,200	Auto	Court Van
Imperial	35,000	Auto	Court Department Facilities Truck
Imperial	37,524	Facility	E.C. New Flooring
Imperial	50,000	Technology	Existing Computer Workstations Replacement
Imperial	48,319	Facility	E.C. Painting of Ceilings
Imperial	30,000	Facility	Brawley Courthouse Move
Imperial	18,000	Facility	File Room Renovation
Imperial	16,660	Facility	E.C.UV Air Quality Management

2,072,374

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:
Colusa

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Erika F. Valencia, erika.valencia@colusa.courts.ca.gov, 530-458-0695

DATE OF SUBMISSION:
9/22/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY19/20 – FY22/23

REQUESTED AMOUNT:
\$380,169.00

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Colusa Superior Court is seeking to outsource the scanning, data entry, and digitization of the court's archive of approximately 100,000 court case files. This is a financial undertaking that will include the boxing and indexing of files, secure transportation of the files from the court to the processing center, scanning, data entry, hard copy destruction of eligible files, and the secure return of historical files to be archived. This cost will also include providing the court with a Tyler-compatible electronic document management solution for staff to efficiently locate and retrieve files, including a public terminal to allow for easy access and printing of public court records.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

B. Provide a summary of the changes to the request.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

The primary factor is the size of the expense relative to the size of the court's yearly budget and reserves. Colusa's yearly 3% reserves amounts to just over \$60,000 which will not be sufficient funds to cover the cost of such a vast project. Furthermore, due to the current statewide emergency, there has been a delay on projects such as Colusa's new case management system, Odyssey. In the event the statewide emergency causes a further strain on resources, Colusa is planning ahead to allow for a longer encumbrance term than that which is allowed by the 3-year encumbrance term. Colusa has obtained a project quote from Sofffile, a company whose competitive bid won a paper scanning contract for Lake County Court and allows for other courts to use the same competitive pricing under a public agency clause. A copy of the quote is attached hereto.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Currently, Colusa's archive is kept in multiple locations, in a variety of storage solutions. Digitizing the archive will expedite the fulfillment of records requests from judges, other agencies, and the public. In addition, the court's entire archive will be digitized on multiple hard drives stored in separate locations, thus protecting court records from the destruction of fires, floods, or other disasters. Finally, the digitization of the archive will also allow the court to prepare for and accommodate the transition to a paper-on-demand or paperless environment. The ability to locate records with the click of button will transition Colusa to a modern and efficient court operation.

C. If a cost efficiency, please provide cost comparison (table template provided).

Theoretically, it would eliminate the labor time spent locating and pulling files from various locations. The long term cost efficiency would be a result of the paperless environment as it would significantly reduce or eliminate the expenditures of printing paper, file folders, brackets and labels, and storage solutions such as shelves, cabinets, and banker's boxes.

D. Describe the consequences to the court's operations if the court request is not approved.

Colusa would continue operations with a fully paper archive, as Colusa would not have the means to fund the project. The archive would continue to be housed in multiple locations and would continue to require time consuming file searches and retrievals by staff. Currently, the archive is housed in a rental space in which the Court pays a monthly fee. There is no guarantee, especially if the archive continues to grow, that rental fees would not be increased. Finally, current, active case files would not be digitally accessible in Colusa's future case management system, Odyssey.

E. Describe the consequences to the public and access to justice if the court request is not approved.

The public would continue to request records and case files in a traditional manner and could be subjected to wait times, misplaced, or misfiled case files. In addition, often the public will request to review a case file but not have a proper case number causing staff to be unable to locate the requested file. The digitization of the archive will make all files searchable by multiple search fields including case numbers, party names, filing year, and case type. A public digital archive terminal would allow any member of the public to search through thousands of public court records at their leisure. A digitized archive is truly vital to Colusa's commitment to ease of access to justice.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

An alternative to the outsourcing of the project would be to complete the project in-house. Colusa could digitize only current, active files in-house, but would be restricted by limited available staff for such an undertaking and lacking equipment such as industrial scanners. Holding funding in the TCTF is the preferred alternative because it would allow Colusa the flexibility to complete the project over time with the man power, equipment, and attention to detail that such a project would require.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

Please see attached.

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

Please see attached.

C. Identification of all costs, by category and amount, needed to fully implement the project

A detailed project quote from Softfile is attached hereto. The funds held request reflects the Court's preference for project "Option 2". In addition, the Court is requesting additional funds for the cost of hard drives, which must be supplied by the Court, as well as other unforeseen project-related costs. Please see attached for further documentation.

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

Please see attached.

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2016-17	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	23,091	159,362	-	50,632	-	-	-	233,085
Revenues	2,174,301	152,863	116,554	383				2,444,101
Expenditures	2,003,299	139,802	125,558					2,268,659
Operating Transfers In (Out)	(9,004)		9,004					-
Ending Fund Balance	185,090	172,422	-	51,016	-	-	-	408,527

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	185,090	172,422	-	51,016				408,527
Revenues	2,047,782	139,399	87,464	785				2,275,430
Expenditures	2,017,248	120,271	99,290					2,236,809
Operating Transfers In (Out)	(11,827)		11,827					-
Ending Fund Balance	203,797	191,550	-	51,801	-	-	-	447,148

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	203,797	191,550	-	51,801				447,148
Revenues	2,111,904	128,244	59,884	1,351				2,301,383
Expenditures	1,776,916	108,763	65,196					1,950,875
Operating Transfers In (Out)	(5,311)		5,311					-
Ending Fund Balance	533,473	211,031	-	53,152	-	-	-	797,657

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,100,973	13,141						2,114,114
Grants	-		62,645					62,645
Other Financing Sources	38,958	96,913		1,166				137,037
TOTAL REVENUES	2,139,931	110,054	62,645	1,166	-	-	-	2,313,796
EXPENDITURES								
Salaries	800,261	3,001	2,332					805,594
Staff Benefits	485,670	1,561	614					487,845
General Expense	75,929	1,883	2,432					80,244
Printing	-							-
Telecommunications	22,980							22,980
Postage	15,078							15,078
Insurance	703							703
Travel in State	1,179		66					1,245
Travel Out of State	-							-
Training	3,483		-					3,483
Security	10,258							10,258
Facilities Operations	38,178							38,178
Utilities								-
Contracted Services	310,508	84,899	57,201					452,608
Consulting and Professional Services - County Provided	3,106							3,106
Information Technology (IT)	194,105							194,105
Major Equipment	32,676							32,676
Other Items of Expense	349							349
Juror Costs	2,264							2,264
Other								-
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(854)	854						-
Prior Year Expense Adjustment	(24,840)							(24,840)
TOTAL EXPENDITURES	1,971,033	92,198	62,645	-	-	-	-	2,125,876
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	533,473	211,031	-	53,152	-	-	-	797,656
Ending Balance (Deficit)	702,371	228,887	-	54,318	-	-	-	985,576

Current detailed budget projection on court's behalf

	FY 2020-21							
	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,095,762							2,095,762
Grants			94,163					94,163
Other Financing Sources	17,000	97,190		200				114,390
TOTAL REVENUES	2,112,762	97,190	94,163	200	-	-	-	2,304,315
EXPENDITURES								
Salaries	843,149	3,123	2,920					849,192
Staff Benefits	681,476	1,796	706					683,978
General Expense	102,540	2,010	2,513					107,063
Printing	1,000							1,000
Telecommunications	42,850							42,850
Postage	18,900							18,900
Insurance	1,500							1,500
Travel in State	1,250							1,250
Travel Out of State								-
Training	3,200							3,200
Security								-
Facilities Operations	147,000							147,000
Utilities								-
Contracted Services	524,658	97,150						621,808
Consulting and Professional Services - County Provided	5,250							5,250
Information Technology (IT)	290,350							290,350
Major Equipment	36,450							36,450
Other Items of Expense	500							500
Juror Costs	4,500							4,500
Other	25,000							25,000
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,729,573	104,079	6,139	-	-	-	-	2,839,791
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	702,371	228,887	-	54,318	-	-	-	985,576
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100

Current detailed budget projection:

	FY 2018-19		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100	
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100	

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100
Ending Balance (Deficit)	85,560	221,998	88,024	54,518	-	-	-	450,100

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	4,800
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	3,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	363,085
945000	Major Equipment	9,284
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		380,169

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	365,169	15,000	-						380,169
Expenditures			195,000	185,169					380,169
Cumulative Balance	365,169	380,169	185,169	-	-	-	-	-	760,338

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: San Benito	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Gil Solorio, Court Executive Officer
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CONTACT PERSON AND CONTACT INFO: Gil Solorio (831) 636-4057 ext 211

DATE OF SUBMISSION: 9/21/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY19-20 THROUGH FY22-23	REQUESTED AMOUNT: \$643,853
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REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

In support of the technology and legal compliance goals of the Superior Court of California, County of San Benito ("Court"), the Court respectfully requests that the Judicial Council hold the requested amount on the Court's behalf. The requested amount will be used on technology and legal projects, as further described below.

Digitization. The Court is preparing to enter the second phase of its project to digitize physical case files held at an off-site storage facility. As part of the project, the Court will identify and digitize case files that must be retained. In addition, any case files that are beyond their retention period will be destroyed as part of the project. This project will reduce the Court's storage costs, and make the remaining case files more easily accessible to the Court and the public.

Information Technology Hosting. The Court's case management system, email, and other critical information technology tools are currently hosted remotely by another court. Recent electrical and telecommunications disruptions have left the Court unable to conduct court business. The Court wishes to conduct a study of hosting alternatives that may be less prone to disruption, such as local hosting, or switching to a cloud-based solution hosted by a third party.

Voice over Internet Protocol Telephone System. The Court is in the process of upgrading or replacing its current voice over Internet Protocol ("VoIP") phone system.

Electronic Calendar Boards. The Court is in the process of upgrading or replacing its electronic calendar boards.

Legal Projects. The Court has entered into an agreement for the completion of certain legal projects. The projects include updating the Court's local rules, updating the Court's local contracting manual, and completing required collections reporting. The completion of these projects will allow the Court to ensure compliance with its legal obligations.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

B. Provide a summary of the changes to the request.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Digitization. The digitization project involves significant one-time expenses that are not part of the Court's annual operational budget. The price of digitization could not be met out of the Court's annual operational budget without making significant cuts that would result in diminished service to the public. In order to complete the digitization project, the Court must use multiyear savings.

Information Technology Hosting. Because of the time required to establish the specifications for the study, and the complexity of procuring IT services in compliance with the Judicial Branch Contracting Manual, the procurement of the study will extend past the end of the current fiscal year. The study will involve significant one-time expenses that are not part of the Court's annual operational budget.

VoIP and Electronic Calendar Boards. Because of the time required to establish the specifications for the IT goods and services to be purchased, and the complexity of procuring the IT goods and services in compliance with the Judicial Branch Contracting Manual, the procurement process for the IT goods and services will extend past the end of the current fiscal year. The VoIP and electronic calendar board upgrades involve significant one-time expenses that are not part of the Court's annual operational budget. The purchase price of the upgrades could not be met out of the Court's annual operational budget without making significant cuts that would result in diminished service to the public. In order to complete the upgrades, the Court must use multiyear savings.

Legal Projects. The legal projects involve significant one-time expenses that are not part of the Court's annual operational budget.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Digitization. Currently, when a Court employee or member of the public wishes to access a case file held at the off-site storage facility, a retrieval process occurs. The Court must send a request to the storage facility, and a storage facility employee must find the relevant box in the warehouse, pull the relevant file, and send it to the Court. This process can take several days, and the storage facility charges a fee for each file located and sent. If the case files are digitized, Court employees and members of the public will be able to access the files much more quickly. This will improve the efficiency of court operations. To the extent that the project identifies files that may be destroyed, the project will allow the Court to save on storage fees and use those savings to provide services to the public.

Information Technology Hosting. Recent outages in the existing remote hosting system have left the Court without access to its case management system, email, and other critical information technology tools. Without access to these tools, the Court is unable to conduct normal court operations. If the study determines that a hosting alternative less prone to disruption is feasible, the efficiency of the Court's operations will be enhanced.

VoIP. Upgrading or replacing the Court's VoIP phone system will ensure that court operations continue without interruptions and delays.

Electronic Calendar Boards. Upgrading or replacing the Court's electronic calendar boards will ensure that litigants, witnesses, jurors, and court visitors are able to orient themselves and quickly find their destinations.

Legal Projects. The local projects will help the Court ensure it provides effective court operations that comply with applicable law.

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

Digitization. If the request is not approved, the digitization project will not be completed. Court employees will not have improved access to the case files. In addition, the Court will continue to incur storage fees for the case files, both those that must be retained and those that could have been destroyed.

Information Technology Hosting. If the request is not approved, the study will not be completed and the Court will continue to use the existing remote hosting system. The risk that an electrical or telecommunications disruption could shut down court operations will not be reduced.

VoIP. If the request is not approved, the Court may be unable to upgrade or replace the VoIP phone system. As the existing phone system continues to age, the Court anticipates failures that could cause interruptions and delays for Court employees. These interruptions and delays could disrupt court operations.

Electronic Calendar Boards. If the request is not approved, the Court may be unable to upgrade or replace the electronic calendar boards. As the existing electronic calendar boards continue to age, the Court anticipates failures that could cause confusion for litigants, witnesses, jurors, and court visitors.

Legal Projects. If the request is not approved, some or all legal projects will not be completed. The Court's local rules and local contracting manual will not be updated to reflect current law, increasing the risk that litigation or procurements could be conducted under outdated rules. Or, Court staff may be re-assigned to perform these legal projects. This would disrupt staff's ability to perform their normal court operations.

E. Describe the consequences to the public and access to justice if the court request is not approved.

Digitization. If the Court's request is not approved, the public will still have access to the case files, but the retrieval process will remain slow, and the case files will not be easily searchable.

Information Technology Hosting. There is a possibility that the study will reveal a more reliable hosting system, which would result in better service to the public and better access to justice. If the Court's request is not approved, the Court will be unable to complete the study and this possibility will be lost.

VoIP. If the request is not approved, the provision of services to the public could be subject to interruption and delay.

Electronic Calendar Boards. If the request is not approved and the existing electronic calendar boards fail, litigants, witnesses, jurors, and court visitors could be confused or inconvenienced.

Legal Projects. If the Court's request is not approved, Court staff may be re-assigned to perform these legal projects. This would reduce staff's ability to provide service to the public.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

Digitization. If the Court's request is not approved, the Court will continue to store the physical files in the storage facility. The Court will continue to pay storage fees for all files, and one-time fees each time a file is retrieved. It would be preferable to hold funding in the TCTF to allow the Court to complete the digitization project and enhance service to the public.

Information Technology Hosting. If the Court's request is not approved, the Court will continue to use the existing remote hosting system. The Court may continue to suffer work outages caused by electrical and telecommunications disruptions. It would be preferable to hold funding in the TCTF to allow the Court to complete the study and determine if a more reliable hosting alternative is feasible.

VoIP and Electronic Calendar Boards. Holding funding in the TCTF is the preferred alternative because the Court will be able to implement the upgrades and continue to provide a high level of service to the public.

Legal Projects. If the Court's request is not approved, the Court may be unable to perform the projects, or may need to re-assign Court staff to perform the projects. It would be preferable to hold funding in the TCTF to ensure legal compliance while avoiding disruption to court operations and service to the public.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached Excel workbook.

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached Excel workbook.

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached Excel workbook.

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached Excel workbook.

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2016-17	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	169,075	62,036	2,436					233,547
Revenues	2,778,181	17,048	237,818					3,033,047
Expenditures	2,735,305	27,345	292,348					3,054,997
Operating Transfers In (Out)	(54,277)	2,182	52,095					-
Ending Fund Balance	157,675	53,921	-	-	-	-	-	211,596

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	157,675	53,921	-					211,596
Revenues	2,813,695	17,068	228,376					3,059,139
Expenditures	2,742,397	64,364	240,673					3,047,434
Operating Transfers In (Out)	(12,297)		12,297					-
Ending Fund Balance	216,676	6,625	-	-	-	-	-	223,301

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	216,676	6,625						223,301
Revenues	3,696,052	16,981	215,626					3,928,659
Expenditures	2,994,950	686	232,296					3,227,932
Operating Transfers In (Out)	(16,670)		16,670					-
Ending Fund Balance	901,108	22,920	-	-	-	-	-	924,028

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	3,709,868	16,580						3,726,448
Grants			231,941					231,941
Other Financing Sources	131,311	1,952						133,263
TOTAL REVENUES	3,841,179	18,532	231,941	-	-	-	-	4,091,652
EXPENDITURES								
Salaries	1,642,687		154,952					1,797,639
Staff Benefits	722,545		66,391					788,936
General Expense	184,341		345					184,686
Printing	16,214							16,214
Telecommunications	26,493							26,493
Postage	7,888							7,888
Insurance	2,624							2,624
Travel in State	4,132		2,579					6,711
Travel Out of State								-
Training								-
Security	60							60
Facilities Operations	78,902							78,902
Utilities								-
Contracted Services	661,498	686						662,184
Consulting and Professional Services - County Provided	4,515							4,515
Information Technology (IT)	198,857							198,857
Major Equipment	7,432							7,432
Other Items of Expense	(100)							(100)
Juror Costs	3,282							3,282
Other	-							-
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(44,269)		44,269					-
Prior Year Expense Adjustment	669							669
TOTAL EXPENDITURES	3,517,772	686	268,536	-	-	-	-	3,786,994
Operating Transfers In (Out)	(36,595)		36,595					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	901,108	22,920	-					924,028
Ending Balance (Deficit)	1,187,920	40,766	-	-	-	-	-	1,228,686

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	3,709,868	16,580	-					3,726,448
Grants	-	-	231,941					231,941
Other Financing Sources	131,311	1,952	-					133,263
TOTAL REVENUES	3,841,179	18,532	231,941	-	-	-	-	4,091,652
EXPENDITURES								
Salaries	1,971,225		185,942					2,157,167
Staff Benefits	867,055		79,669					946,724
General Expense	221,210							221,210
Printing	19,457							19,457
Telecommunications	31,792							31,792
Postage	9,466							9,466
Insurance	3,149							3,149
Travel in State	4,958		3,095					8,053
Travel Out of State	-							-
Training	-							-
Security	72							72
Facilities Operations	94,682							94,682
Utilities	-							-
Contracted Services	793,798	2,744						796,542
Consulting and Professional Services - County Provided	5,418							5,418
Information Technology (IT)	238,629							238,629
Major Equipment	8,918							8,918
Other Items of Expense	(120)							(120)
Juror Costs	3,938							3,938
Other	-							-
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(53,123)							(53,123)
Prior Year Expense Adjustment	803							803
TOTAL EXPENDITURES	4,221,326	2,744	268,706	-	-	-	-	4,492,777
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,187,920	40,766	-	-	-	-	-	1,228,686
Ending Balance (Deficit)	807,773	56,554	(36,765)	-	-	-	-	827,561

Current detailed budget projection:

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	3,709,868	16,580	-					3,726,448
Grants	-	-	231,941					231,941
Other Financing Sources	131,311	1,952	-					133,263
TOTAL REVENUES	3,841,179	18,532	231,941	-	-	-	-	4,091,652
EXPENDITURES								
Salaries	2,168,347		204,537					2,372,884
Staff Benefits	953,760		87,636					1,041,396
General Expense	243,331							243,331
Printing	21,402							21,402
Telecommunications	34,971							34,971
Postage	10,412							10,412
Insurance	3,464							3,464
Travel in State	5,454		3,404					8,859
Travel Out of State	-							-
Training	-							-
Security	79							79
Facilities Operations	104,151							104,151
Utilities	-							-
Contracted Services	873,177	10,976						884,153
Consulting and Professional Services - County Provided	5,960							5,960
Information Technology (IT)	262,492							262,492
Major Equipment	9,810							9,810
Other Items of Expense	(132)							(132)
Juror Costs	4,332							4,332
Other	-							-
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(58,435)							(58,435)
Prior Year Expense Adjustment	883							883
TOTAL EXPENDITURES	4,643,459	10,976	295,577	-	-	-	-	4,950,012
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	807,773	56,554	(36,765)	-	-	-	-	827,561
Ending Balance (Deficit)	5,493	64,110	(100,401)	-	-	-	-	(30,799)

Current detailed budget projection:

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	3,709,868	16,580	-					3,726,448
Grants	-	-	231,941					231,941
Other Financing Sources	131,311	1,952	-					133,263
TOTAL REVENUES	3,841,179	18,532	231,941	-	-	-	-	4,091,652
EXPENDITURES								
Salaries	2,385,182		220,900					2,606,082
Staff Benefits	1,049,136		94,647					1,143,783
General Expense	267,664							267,664
Printing	23,543							23,543
Telecommunications	38,468							38,468
Postage	11,453							11,453
Insurance	3,810							3,810
Travel in State	6,000		3,677					9,676
Travel Out of State	-							-
Training	-							-
Security	87							87
Facilities Operations	114,566							114,566
Utilities	-							-
Contracted Services	960,495							960,495
Consulting and Professional Services - County Provided	6,556							6,556
Information Technology (IT)	288,741							288,741
Major Equipment	10,791							10,791
Other Items of Expense	(145)							(145)
Juror Costs	4,765							4,765
Other	-							-
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(64,279)							(64,279)
Prior Year Expense Adjustment	971							971
TOTAL EXPENDITURES	5,107,805	-	319,223	-	-	-	-	5,427,028
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	5,493	64,110	(100,401)	-	-	-	-	(30,799)
Ending Balance (Deficit)	(1,261,133)	82,642	(187,684)	-	-	-	-	(1,366,175)

Current detailed budget projection:

	FY 2023-24		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	3,709,868	16,580	-					3,726,448
Grants	-	-	231,941					231,941
Other Financing Sources	131,311	1,952	-					133,263
TOTAL REVENUES	3,841,179	18,532	231,941	-	-	-	-	4,091,652
EXPENDITURES								
Salaries	2,623,700		238,572					2,862,272
Staff Benefits	1,154,050		102,219					1,256,268
General Expense	294,430							294,430
Printing	25,897							25,897
Telecommunications	42,315							42,315
Postage	12,599							12,599
Insurance	4,191							4,191
Travel in State	6,600		3,971					10,570
Travel Out of State	-							-
Training	-							-
Security	96							96
Facilities Operations	126,022							126,022
Utilities	-							-
Contracted Services	1,056,545							1,056,545
Consulting and Professional Services - County Provided	7,211							7,211
Information Technology (IT)	317,615							317,615
Major Equipment	11,870							11,870
Other Items of Expense	(160)							(160)
Juror Costs	5,242							5,242
Other	-							-
Debt Service	-							-
Court Construction	-							-
Distributed Administration & Allocation	(70,706)							(70,706)
Prior Year Expense Adjustment	1,069							1,069
TOTAL EXPENDITURES	5,618,585	-	344,761	-	-	-	-	5,963,346
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(1,261,133)	82,642	(187,684)	-	-	-	-	(1,366,175)
Ending Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)
Ending Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)
Ending Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)
Ending Balance (Deficit)	(3,038,540)	101,174	(300,504)	-	-	-	-	(3,237,869)

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	-
910000	Staff Benefits	-
920001	General Expense	80,482
924000	Printing	-
925000	Telecommunications	-
926000	Postage	-
928000	Insurance	-
929000	Travel in State	-
931000	Travel Out of State	-
933000	Training	-
934000	Security	-
935000	Facilities Operations	-
936000	Utilities	-
938000	Contracted Services	338,023
940000	Consulting and Professional Services - County Provided	-
943000	Information Technology (IT)	225,349
945000	Major Equipment	-
950000	Other Items of Expense	-
972000	Other	-
973000	Debt Service	-
983000	Court Construction	-
990000	Distributed Administration & Allocation	-
Total		643,853

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	FY 2023-24 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	643,853	-							643,853
Expenditures	-	-	257,541	193,156	193,156				643,853
Cumulative Balance	643,853	643,853	386,312	193,156	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: <input checked="checked" type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i> <input type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i>	
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SECTION I: GENERAL INFORMATION

SUPERIOR COURT: <u>Click here to enter court</u> Mono	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> <u>Lester Perpall</u>	
	CONTACT PERSON AND CONTACT INFO: <u>Tammy Laframboise 760-923-2304</u>	
DATE OF SUBMISSION: <u>9/22/2020</u>	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: <u>FY 19-20 – FY 22-23</u>	REQUESTED AMOUNT: <u>\$72,000</u>

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Technology request to hold TCTF funds for phone server replacement. The VoIP servers will be at end of life, so the court will need to seek professional services to support the design, deployment and configuration of a new platform. This requires two redundant cisco servers, VM Ware licensing, migration of data to new servers and configuration of high availability back-up. Additionally, configure UC, Unity and UCCX and test the configuration and phone tree.

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SECTION II: AMENDED REQUEST CHANGES

- A. Identify sections and answers amended.

- B. Provide a summary of the changes to the request.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

- Now that our court has filled all positions in our schedule 7A, we do not have the budget flexibility to expend the amount requested. It would be difficult to fit this substantial amount of funding into our regular operational budget.

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APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

This would enable the court to maintain their current level of phone support to the judges, court staff the public.

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C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

Running on phone servers no longer supported by Cisco, we would not be receiving security updates and would not be able to receive support in event of equipment failure.

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E. Describe the consequences to the public and access to justice if the court request is not approved.

See answers to B and D.

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F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

We believe that use of our own funding is preferable to requesting supplemental funding.

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SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

A. Three-year history of year-end fund balances, revenues, and expenditures

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. A TAB,

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B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB

C. Identification of all costs, by category and amount, needed to fully implement the project

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. C TAB,

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D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. D TAB

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377	-					259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	233,692	37,878						271,570
Revenues	2,227,592	81,276	101,621					2,410,489
Expenditures	2,249,509	68,319	104,970					2,422,798
Operating Transfers In (Out)	(3,891)	542	3,349					-
Ending Fund Balance	207,884	51,377	-	-	-	-	-	259,261

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	162,304	25,025	-					187,329
Revenues	2,076,735	59,092	151,540					2,287,367
Expenditures	1,997,052	46,239	159,835					2,203,126
Operating Transfers In (Out)	(8,295)	-	8,295					-
Ending Fund Balance	233,692	37,878	-	-	-	-	-	271,570

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment	(2,031)		631					(1,400)
TOTAL EXPENDITURES	1,916,415	65,963	74,663	-	-	-	-	2,057,041
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	487,485	3,243	4,911	-	-	-	-	495,639

Current detailed budget projection on court's behalf

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,011,737	12,646						2,024,383
Grants			102,411					102,411
Other Financing Sources	33,046	67,132						100,178
TOTAL REVENUES	2,044,783	79,778	102,411	-	-	-	-	2,226,972
EXPENDITURES								
Salaries	1,001,835	24,323	34,052					1,060,209
Staff Benefits	796,350	27,233	10,093					833,676
General Expense	115,996	926	8,591					125,513
Printing	1,034	-	-					1,034
Telecommunications	22,300	955	5,672					28,928
Postage	15,238	463	-					15,701
Insurance	2,671	-	-					2,671
Travel in State	17,746	-	1,273					19,020
Travel Out of State	-	-	-					-
Training	5,925	-	579					6,504
Security	1,031	-	-					1,031
Facilities Operations	23,918	1,389	9,626					34,932
Utilities								-
Contracted Services	-	11,456	48,620					60,076
Consulting and Professional Services - County Provided	18,916	-	-					18,916
Information Technology (IT)	-	8,451	579					9,029
Major Equipment	4,715	-	-					4,715
Other Items of Expense	3,806	-	347					4,154
Juror Costs	788	75						863
Other	-							-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,032,269	75,271	119,432	-	-	-	-	2,226,972
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	487,485	3,243	4,911	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639
Ending Balance (Deficit)	500,000	7,750	(12,110)	-	-	-	-	495,639

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	32,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	40,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		72,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	72,000								72,000
Expenditures		72,000							72,000
Cumulative Balance	72,000	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: <input checked="" type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i> <input type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i>		
SECTION I: GENERAL INFORMATION		
SUPERIOR COURT: Click here to enter court <u>MONO</u>	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lester Perpall Hector Gonzalez CONTACT PERSON AND CONTACT INFO: Tammy Laframboise 760-923-2304	
DATE OF SUBMISSION: Click here to enter a date. 09/21/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 19-20 – FY 26-27	REQUESTED AMOUNT: \$60,000
REASON FOR REQUEST <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i> Request to hold TCTF funds for vehicle replacement of our 2017 Ford Explorer. We consider a 10-year lifespan for a vehicle in the mountainous, winter driving environment of Mono County to be appropriate with regard to safety and reliability.		
SECTION II: AMENDED REQUEST CHANGES		
A. Identify sections and answers amended. B. Provide a summary of the changes to the request.		
SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE		
A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term. Now that our court has filled all positions in our schedule 7A, we do not have the budget flexibility to expend the amount requested. The courts Ford Explorer has approximately 29,000 miles on it so there are still several years of useful life which most likely will extend beyond the three-year encumbrance term. Once the court needs a new vehicle, we would like the funding to be available.		

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APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

We have two day per week travel of employees to our Bridgeport courthouse that is 50 miles away, over two mountain passes. Without reliable transportation, we possibility would not be able to staff the courthouse.

B. If a cost efficiency, please provide cost comparison (table template provided).

C. Describe the consequences to the court's operations if the court request is not approved.

Limited access to the Court for geographically over half of the county.

D. Describe the consequences to the public and access to justice if the court request is not approved.

See C above.

E. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

We believe that use of our own funding is preferable to requesting supplemental funding.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

A. Three-year history of year-end fund balances, revenues, and expenditures

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. A TAB

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB

C. Identification of all costs, by category and amount, needed to fully implement the project

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. C TAB

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. D TAB

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377	-					259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	233,692	37,878						271,570
Revenues	2,227,592	81,276	101,621					2,410,489
Expenditures	2,249,509	68,319	104,970					2,422,798
Operating Transfers In (Out)	(3,891)	542	3,349					-
Ending Fund Balance	207,884	51,377	-	-	-	-	-	259,261

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	162,304	25,025	-					187,329
Revenues	2,076,735	59,092	151,540					2,287,367
Expenditures	1,997,052	46,239	159,835					2,203,126
Operating Transfers In (Out)	(8,295)	-	8,295					-
Ending Fund Balance	233,692	37,878	-	-	-	-	-	271,570

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment	(2,031)		631					(1,400)
TOTAL EXPENDITURES	1,916,415	65,963	74,663	-	-	-	-	2,057,041
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	487,485	3,243	4,911	-	-	-	-	495,639

Current detailed budget projection on court's behalf

	FY 2024-25		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	1,918,446	65,963	74,032	-	-	-	-	2,058,441
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	487,485	3,243	4,911	-	-	-	-	495,639
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879
Ending Balance (Deficit)	972,940	6,486	10,453	-	-	-	-	989,879

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	60,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		60,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2024-25 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	60,000									60,000
Expenditures		60,000								60,000
Cumulative Balance	60,000	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution										-
Expenditures										-
Cumulative Balance	-	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution										-
Expenditures										-
Cumulative Balance	-	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Monterey

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Hon. Julie R. Culver

CONTACT PERSON AND CONTACT INFO:

Colin Simpson colin.simpson@monterey.courts.ca.gov 831-775-5630

DATE OF SUBMISSION:

9/9/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 2020-21 & FY 2021-22

REQUESTED AMOUNT:

\$169,454

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

South Monterey County residents make up roughly 17% of Monterey County's population – many of whom lack access to legal services and represent themselves in court, have little access to reliable transportation including public transit, making court appearances or utilizing court resources in Salinas and Monterey difficult and time consuming, and do not have the financial flexibility to miss entire days of work for which they would go unpaid. The court recognizes the need for additional court services in South Monterey County, particularly for self-represented litigants (SRL's) in civil, family law, and guardianships. The court estimates the number of South County SRL's to be greatest in family law, small claims and child support. To better serve and meet the needs of South Monterey County, the court plans to re-establish services at its King City Courthouse. As currently conceived, the courthouse would consist of one hearing room size, multi- purpose courtroom equipped with video remote equipment. Consistent with the Chief Justice's vision for remote hearings in non-criminal case types, this courtroom would allow judicial officers to either appear in person or via video remote for hearings in the following categories: traffic, small claims, restraining orders, name changes, guardianships and some family law matters. Specifically, planned services include:

- Traffic and small claims matters would be heard 2 days per month.
- Self-Help services would be provided on a 2 day per week basis.
- On the days that Self-Help services are offered, court administrative services would also be available (accepting payments, filing documents, etc.).
- Remote hearings in guardianships, restraining orders and family law matters would be scheduled as the ability to provide these hearings is operationalized.
- Remote or in person meeting space for Family Law matters, including instructional videos, mediations and consultations, would be a part of the court facility.
- Meeting space for court personnel and/or court focused community support organizations (YWCA, LSFS, others) is also part of the facility plan.

In order to reestablish services in King City, the court will need to expend significant one-time monies to make the courthouse operational again. The Judicial Council (JCC) and the County of Monterey have already committed significant resources to this project. The timing of the court's role in readying the courthouse depends on the completion of projects to:

1. Replace the roof of the building, which has already been approved by the JCC's Trial Court Facilities Modification Advisory Committee (TCFMAC) and funded by the JCC and the county – the building is jointly occupied by the court and the county – with the project managed by the JCC.
2. Subsequently complete significant interior facility repairs, as approved by the JCC's TCFMAC.

After the above repairs take place, the court expects to expend \$366,359 to renovate, equip, and furnish the King City Courthouse, of which \$169,454 would be funded through the TCTF Funds Held on Behalf of the Court process. Costs

include IT equipment, furniture, partitions, paint and flooring. The ongoing costs have already been determined and assumed in the court's operational budget.

For many years the Monterey Superior Court provided court administrative services, a pretrial courtroom and a part-time traffic commissioner hearing room in South Monterey County at the King City Courthouse. In 2013, due to a severe reduction in funding across the judicial branch, the court cut staff court-wide by over 20% and the King City Courthouse, which the Judicial Council had planned to replace with a new courthouse in Greenfield, was closed. Unfortunately, late in 2013, the Judicial Council suspended and later cancelled the construction of the Greenfield Courthouse due to the same funding crisis.

In 2018, in an effort to address the needs of South Monterey County residents, the court collaborated with the city of Greenfield to begin offering Self-Help services one-half day a month from the Greenfield City Council chambers. Beginning in 2019, Self-Help services in both English and Spanish were available in Greenfield twice a month. In addition, a commissioner heard traffic and small claims matters once a month. Unfortunately, the COVID-19 pandemic forced the court to shutter services at this location. However, even before the COVID-19 pandemic, the court recognized that Greenfield was not a preferred permanent solution since it was not a dedicated space for the court. While technology allowed the court to "move into" this space each day services were offered, the set up and take down each time is suboptimal and leaves little opportunity for meaningful expansion of services.

The court's vision for additional services in South County will begin with a focus on delivery of robust Self-Help services. During the time these services have been offered in Greenfield, the participation suggests that additional Self-Help services will be used by the community. Users of the Self-Help services offered in Greenfield 2 days per month increased from an average of 9 per month in the first 6 months to 30 per month for 2019. The court's vision is also to develop a roll out for a variety of court hearings in traffic, small claims, restraining orders, name changes, guardianships and some family law matters. Many of these hearings are specialized areas of the law, involving a judge knowledgeable on the particular topics. As such, these are not matters that can be handled by one individual judicial officer. To be able to deliver a diverse set of court hearings in South County, many of the appearances by individuals will be remote hearings into a courtroom in one of the primary court facilities in Monterey or Salinas. Litigants will have the option to appear personally in the court in which the judicial officer is located, or remotely via video at the King City Courthouse. In order to accomplish these goals, it will be necessary to develop a dedicated facility to provide Self-Help Services, administrative services, court hearings and remote hearings. The facility may also provide remote capabilities, meeting space and conference space for Family Law mediation services and for other court-related community-based organizations.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

B. Provide a summary of the changes to the request.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

These funds reflect a large portion of one-time project costs to renovate, equip, and furnish the King City courthouse so that it may be reopened to serve the public as described above. The Judicial Council and the County of Monterey have already committed significant resources to this project. In addition, given the uncertain nature of present and future funding for the judicial branch and trial courts, the court's operational funding would be negatively impacted if it must absorb a reduction in funding of this amount while still funding the courthouse project which it had originally hoped to initiate work on in FY 2019-20. The one-time costs of the project are outside the operational costs for the court, but the ongoing costs have already been determined and assumed in the court's operational budget. The timing of the court's role in readying the courthouse depends on the completion of projects to replace the roof of the building and to make interior repairs, as set forth in Section I above. Though the court is hopeful that it will be able to complete its work in FY 2020-21, the timing of the completion of the first two phases is not definite, and the court needs the funds held on its behalf so that it may, after completion of the two phases, contract with vendors and initiate work on the project.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

South Monterey County residents make up roughly 17% of Monterey County's population – many of whom lack access to legal services and represent themselves in court, have little access to reliable transportation, including public transit, making court appearances or utilizing court resources in Salinas and Monterey difficult and time consuming, and do not have the financial flexibility to miss entire days of work for which they would go unpaid. The court recognizes the need for additional court services in South Monterey County, particularly for self-represented litigants (SRL's) in civil, family law, and guardianships. The court estimates the number of South County SRL's to be greatest in family law, small claims and child support. To better serve and meet the needs of South Monterey County, the court plans to re-establish services at its King City Courthouse. As currently conceived, the courthouse would consist of one hearing room size, multi- purpose courtroom equipped with video remote equipment. Consistent with the Chief Justice's vision for remote hearings in non-criminal case types, this courtroom would allow judicial officers to either appear in person or via video remote for hearings in the following categories: traffic, small claims, restraining orders, name changes, guardianships and some family law matters. Specifically, planned services include:

- Traffic and small claims matters would be heard 2 days per month.*
- Self-Help services would be provided on a 2 day per week basis.*
- On the days that Self-Help services are offered, court administrative services would also be available (accepting payments, filing documents, etc.).*
- Remote hearings in guardianships, restraining orders and family law matters would be scheduled as the ability to provide these hearings is operationalized.*
- Remote or in person meeting space for Family Law matters including instructional videos, mediations and consultations would be a part of the court facility.*
- Meeting space for court personnel and/or court focused community support organizations (YWCA, LSFS, others) is also part of the facility plan.*

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

Given the uncertain nature of present and future funding for the judicial branch and trial courts due to the COVID-19 pandemic and its economic impact, the court's operational funding would be negatively impacted if it must absorb a reduction in funding of this amount while still funding the courthouse project which it had originally hoped to initiate work on in FY 2019-20. As the Judicial Council and the county have already committed significant resources to this project, the court does not see the discontinuation of the project as a viable or responsible option, and would have to absorb the unfunded portion of the project, thereby negatively impacting the funding of other essential court operations. Alternatively, the court could consider cutting its one-time project costs, reducing its capacity to provide planned services and thereby negatively impacting the underserved South Monterey County population.

E. Describe the consequences to the public and access to justice if the court request is not approved.

Given the uncertain nature of present and future funding for the judicial branch and trial courts due to the COVID-19 pandemic and its economic impact, the court's operational funding would be negatively impacted if it must absorb a reduction in funding of this amount while still funding the courthouse project which it had originally hoped to initiate work on in FY 2019-20. As the Judicial Council and the county have already committed significant resources to this project, the court does not see the discontinuation of the project as a viable or responsible option and would have to absorb the unfunded portion of the project, thereby negatively impacting the funding of other essential court operations and services to the public. Alternatively, the court could consider cutting its one-time project costs, reducing its capacity to provide planned services and thereby negatively impacting the underserved South Monterey County population.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

The one-time costs of this facility-related project are outside the operational costs for the court and are consistent with the guidelines and intent of the TCTF Funds Held on Behalf of the Courts process. The court could consider

cutting its one-time project costs, reducing its capacity to provide planned services and thereby negatively impacting the underserved South Monterey County population.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	701,400	679,695	-	-	-	-	-	1,381,095
Revenues	24,885,416	534,603	1,284,509	-	-	-	-	26,704,527
Expenditures	24,044,801	341,297	1,594,606	-	-	-	-	25,980,705
Operating Transfers In (Out)	(310,098)	-	310,098	-	-	-	-	-
Ending Fund Balance	1,231,917	873,000	-	-	-	-	-	2,104,917

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	232,983	802,291	-	-	-	-	-	1,035,273
Revenues	23,991,672	574,642	1,370,163	-	-	-	-	25,936,477
Expenditures	23,330,402	697,237	1,563,016	-	-	-	-	25,590,655
Operating Transfers In (Out)	(192,853)	-	192,853	-	-	-	-	-
Ending Fund Balance	701,400	679,695	-	-	-	-	-	1,381,095

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	564,966	702,738	-	-	-	-	-	1,267,703
Revenues	21,548,151	523,879	1,145,836	-	-	-	-	23,217,866
Expenditures	21,765,809	424,326	1,260,161	-	-	-	-	23,450,296
Operating Transfers In (Out)	(114,326)	-	114,326	-	-	-	-	-
Ending Fund Balance	232,983	802,291	-	-	-	-	-	1,035,273

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	23,783,323	186,757	-	-	-	-	-	23,970,080
Grants	-	-	725,019	-	-	-	-	725,019
Other Financing Sources	573,008	352,312	-	-	-	-	-	925,320
TOTAL REVENUES	24,356,331	539,069	725,019	-	-	-	-	25,620,419
EXPENDITURES								
Salaries	12,924,008	89,246	501,969	-	-	-	-	13,515,223
Staff Benefits	6,596,512	46,294	265,802	-	-	-	-	6,908,608
General Expense	567,971	-	13,396	-	-	-	-	581,367
Printing	26,508	-	-	-	-	-	-	26,508
Telecommunications	177,602	-	-	-	-	-	-	177,602
Postage	119,285	-	-	-	-	-	-	119,285
Insurance	18,384	-	-	-	-	-	-	18,384
Travel in State	17,483	-	2,400	-	-	-	-	19,883
Travel Out of State	-	-	-	-	-	-	-	-
Training	15,128	-	21,022	-	-	-	-	36,150
Security	708,383	-	-	-	-	-	-	708,383
Facilities Operations	659,300	-	-	-	-	-	-	659,300
Utilities	-	-	-	-	-	-	-	-
Contracted Services	2,016,507	179,248	11,300	-	-	-	-	2,207,055
Consulting and Professional Services - County Provided	12,040	-	-	-	-	-	-	12,040
Information Technology (IT)	484,928	-	71,088	-	-	-	-	556,016
Major Equipment	202,900	-	-	-	-	-	-	202,900
Other Items of Expense	9,163	-	-	-	-	-	-	9,163
Juror Costs	75,755	-	-	-	-	-	-	75,755
Other	16,286	-	-	-	-	-	-	16,286
Debt Service	-	-	-	-	-	-	-	-
Court Construction	-	-	-	-	-	-	-	-
Distributed Administration & Allocation	(175,496)	21,941	153,555	-	-	-	-	-
Prior Year Expense Adjustment	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	24,472,647	336,729	1,040,532	-	-	-	-	25,849,908
Operating Transfers In (Out)	(315,513)	-	315,513	-	-	-	-	-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,231,917	873,000	-	-	-	-	-	2,104,917
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection on court's behalf

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428
Ending Balance (Deficit)	800,088	1,075,340	-	-	-	-	-	1,875,428

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	-
910000	Staff Benefits	-
920001	General Expense	84,800
924000	Printing	-
925000	Telecommunications	-
926000	Postage	-
928000	Insurance	3,000
929000	Travel in State	-
931000	Travel Out of State	-
933000	Training	-
934000	Security	-
935000	Facilities Operations	132,500
936000	Utilities	-
938000	Contracted Services	12,000
940000	Consulting and Professional Services - County Provided	-
943000	Information Technology (IT)	4,000
945000	Major Equipment	130,059
950000	Other Items of Expense	-
972000	Other	-
973000	Debt Service	-
983000	Court Construction	-
990000	Distributed Administration & Allocation	-
Total		366,359

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	169,454									169,454
Expenditures		169,454								169,454
Cumulative Balance	169,454	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

8/26/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION

19/20 \$48,209, EXPENDITURES 20/21 \$25,000 & 21/22 \$23,209

REQUESTED AMOUNT:

\$ 48,209

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request is for 50 complete computer workstations to furnish new courthouse being built in el Centro. This would include, CPU, monitors, printers, phones, conference phones and minor computer peripherals. Construction budget does not include these items. Building expected to be completed summer of 2021. Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. We need the funds requested in this application in order to have ready our new location for the benefit of our Community.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

We will be able to access our case management system and serve the public in our new courthouse.

- C. If a cost efficiency, please provide cost comparison (table template provided).

N/A

- D. Describe the consequences to the court's operations if the court request is not approved.

Inability to operate the court without computer equipment.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Inability to provide access to the public without computer equipment.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	48,209
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		48,209

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	48,209								48,209
Expenditures		25,000	23,209						48,209
Cumulative Balance	48,209	25,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov, 760-336-3520

DATE OF SUBMISSION:

8/26/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: *CONTRIBUTION FY 19/20 \$75,000, EXPENDITURE FY 20/21 \$75,000*

REQUESTED AMOUNT:

\$ 75,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request is for 13 new department multifunction copiers that have reached end of life in various departments across the court . We need the funds requested in this application so we can continue working efficiently in all departments.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Most of the multifunction copiers that have reached end of life are in front facing departments that serve the public. As the copiers have aged, they have repeatedly broken down and are frequently down and unavailable in critical times. Replacing them would increase up time and directly impact speedy assistance to the public.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Continued down time of machines would directly impact speedy assistance to the public and all the Court departments will not be able to work efficient.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Continued down time of machines would directly impact speedy assistance to the public and all the Court departments will not be able to work efficient.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	75,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		75,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	75,000								75,000
Expenditures		75,000	-						75,000
Cumulative Balance	75,000	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov, 760-336-3520

DATE OF SUBMISSION:

8/26/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY20/21

CONTRIBUTION \$45,000/ FY20/21

EXPENDITURE \$45,000

REQUESTED AMOUNT:

\$ 45,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request for court truck for IT Department. Purchasing a truck would allow the transport of court equipment for install and maintenance. Truck would also be used for transport of equipment and court items to storage facility.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Currently depend on the use of personal vehicles to travel to the three court sites with the farthest site being a one-hour drive. Purchasing a new truck would allow for better and more consistent technical services provided to our remote locations. Additionally, currently use a separate personal vehicle to transport staff when transporting equipment and court items to storage. Purchasing a truck would allow us to fill the bed with equipment and still transport staff on the same vehicle.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Continued use of personal equipment could cause a liability.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Delays to court systems outage response.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	45,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		45,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	45,000								45,000
Expenditures		45,000	-						45,000
Cumulative Balance	45,000	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov, 760-336-3520

DATE OF SUBMISSION:

8/26/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION

FY19/20 \$88,000, EXPENDITURE

FY20/21 \$44,000 & FY21/22 \$44,000

REQUESTED AMOUNT:

\$ 88,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request to purchase software needed to replace aging business software that is reaching end of support soon.

Office 2019 Standard licensing x150

Windows Server 2019 Datacenter x80

ESET Antivirus Software x100

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

By replacing the aging software, we will be able to maintain security updates and use new features that encourage efficiency.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Security patches will no longer be provided and puts the court at risk of experiencing a network security attack.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Potential down time for software not working efficiently due to lack of updates.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	88,000
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		88,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	88,000								88,000
Expenditures		44,000	44,000						88,000
Cumulative Balance	88,000	44,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Imperial	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Maria Rhinehart, Court Executive Officer
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CONTACT PERSON AND CONTACT INFO: Rodolfo Quintero; rquintero@imperial.courts.ca.gov , 760-336-3520
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DATE OF SUBMISSION: 8/26/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$40,000, EXPENDITURE FY20/21 \$20,000 & 21/22 \$20,000	REQUESTED AMOUNT: \$ 40,000
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REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request is for funds to pay for the set up costs associated with connecting our current courthouse to our new courthouse and turn up internet circuits.

For the new courthouse under construction, offsite work is not paid for by the JCC. In order to put bring up dark fiber and 10GB internet circuits in our new courthouse, we need to pay for the set up to be done to connect the new courthouse to the service provider backbone

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Will allow court staff in our new courthouse to connect back to our main courthouse and use our case management system along with other major business systems.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Court staff will be unable to connect to our case management system and do basic functions efficiently.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Case management system will be inaccessible to public members seeking public records and will experience delays while in court as court staff will be unable to access our case management system.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

- A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	40,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		40,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000								40,000
Expenditures		20,000	20,000						40,000
Cumulative Balance	40,000	20,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Imperial	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Maria Rhinehart, Court Executive Officer
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CONTACT PERSON AND CONTACT INFO: Rodolfo Quintero; rquintero@imperial.courts.ca.gov , 760-336-3520
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DATE OF SUBMISSION: 8/31/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$55,000 & EXPENDITURE FY 20/21 \$30,000 & 21/22 \$25,000	REQUESTED AMOUNT: \$ 55,000
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REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request funds to modernization courtroom Audio/Visual setups in our main courthouse. Purchase would include new audio mixer, amplifier, A/V control laptop, and related project equipment.

Equipment currently in place was installed over ten years ago and desperately needs to be modernized to make courtrooms as effective as possible in the digital age.

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

By modernizing the courtrooms, A/V setup, it will allow us to more effectively do remote video appearances, stream for public access, and do video remote interpreting.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

We will continue with an outdated system that no longer is supported. By failing to replace it, equipment will fail and be unable to do simple things like amplify judges voice to be heard in courtroom.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

The courtroom experience will be severely damaged. Additionally, we will be unable to stream court proceedings which is an expected court feature for the public.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

- A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

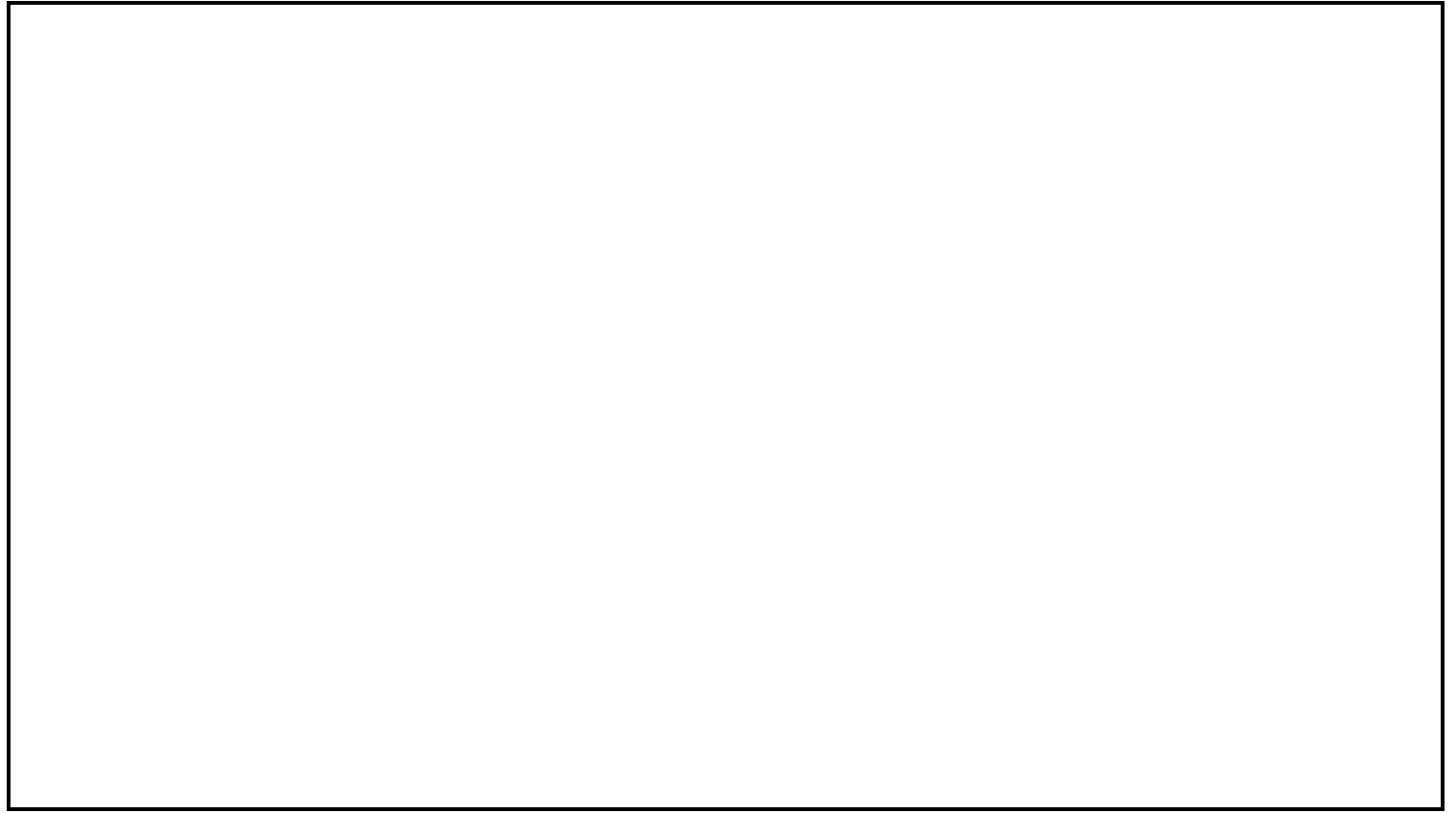
See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab



If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	55,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		55,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	55,000								55,000
Expenditures		30,000	25,000						55,000
Cumulative Balance	55,000	25,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

<p>Please check the type of request:</p> <p><input checked="" type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i></p> <p><input type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i></p>	
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SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Imperial	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Maria Rhinehart, Court Executive Officer	
	CONTACT PERSON AND CONTACT INFO: Rodolfo Quintero; rquintero@imperial.courts.ca.gov , 760-336-3520	
DATE OF SUBMISSION: 8/31/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY 19/20 \$25,000 EXPENDITURES FY20/21 \$12,500 & FY21/22 \$12,500	REQUESTED AMOUNT: \$ 25,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request funds to replace aging uninterruptable power supply units in the server room racks and in each IDF. UPS modules are close to 10 years old and need to be replaced before they start to fail.

*1U UPS for IDFs x10
Server Rack UPS x3
Server Rack Battery Extension Module x3*

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

By modernizing the UPS systems in our server rooms and IDFs, we can ensure that in the event of an emergency, we maintain essential services up and running. Particularly emergency services such as emergency protective orders and warrants during off hours.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Services will go down during blackouts/emergencies and will not be able to provide essential services.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

People seeking emergency protective orders or peace officers seeking warrants will be unable to get through to the on-call magistrate.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

- A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

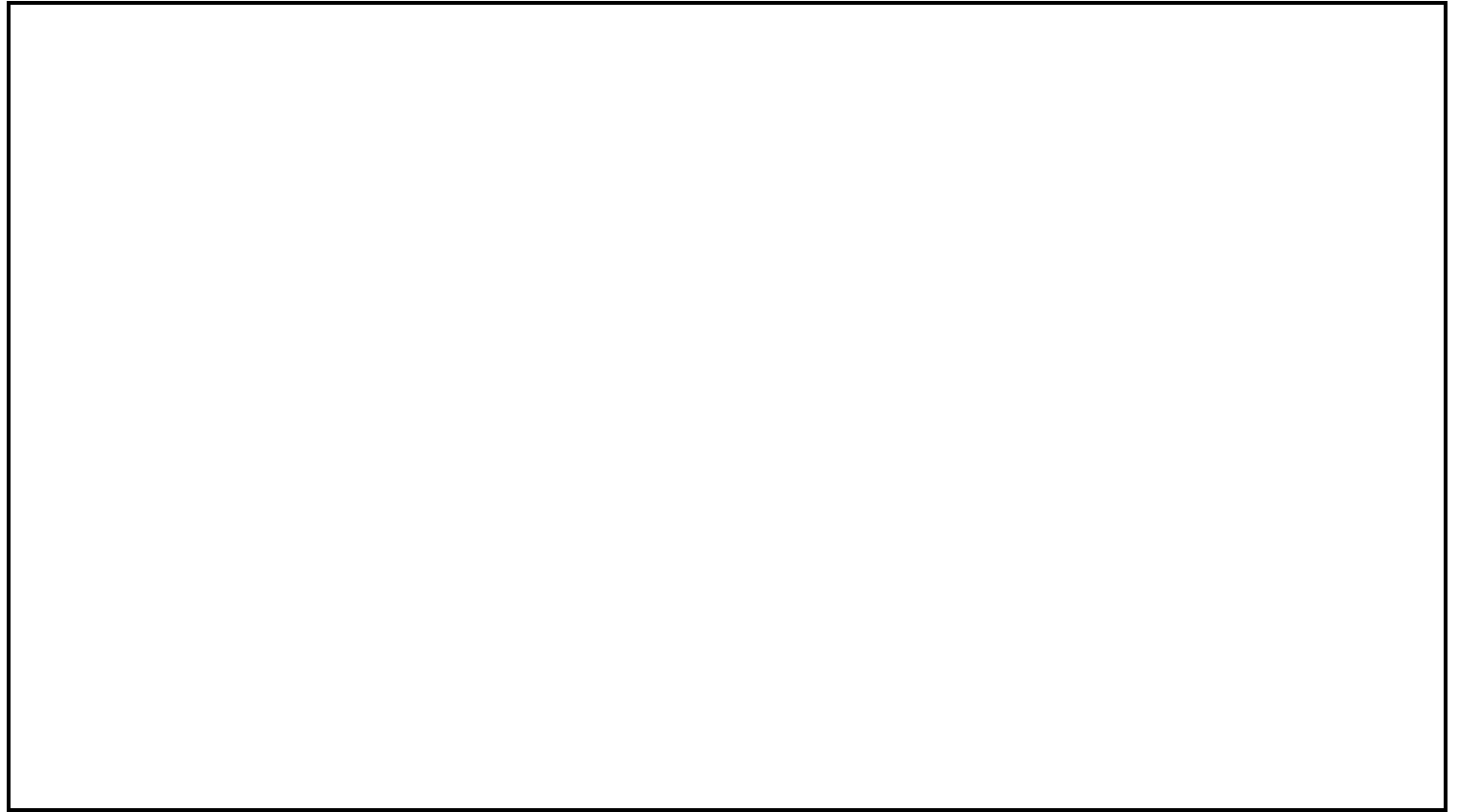
See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab



If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	25,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		25,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	25,000								25,000
Expenditures		12,500	12,500						25,000
Cumulative Balance	25,000	12,500	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov, 760-336-3520

DATE OF SUBMISSION:

8/31/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$10,000, EXPENDITURE FY20/21 \$5,000 & FY21/22 \$5,000

REQUESTED AMOUNT:

\$ 10,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request funds to replace aging and outdated in courtroom interpreting equipment. This would consist of a transmitter and a receiver for defendant to receive interpretation from Court Certified Interpreter.

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

By replacing the existing interpreter equipment, we will be able to hold smoother court proceedings in which interpreters are needed. Current equipment picks up a lot of interference due to area equipment by other agencies.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

Delays in court proceedings due to interpreter equipment not working.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

Parties will be unable to understand court proceedings.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

- A. Three-year history of year-end fund balances, revenues, and expenditures**

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

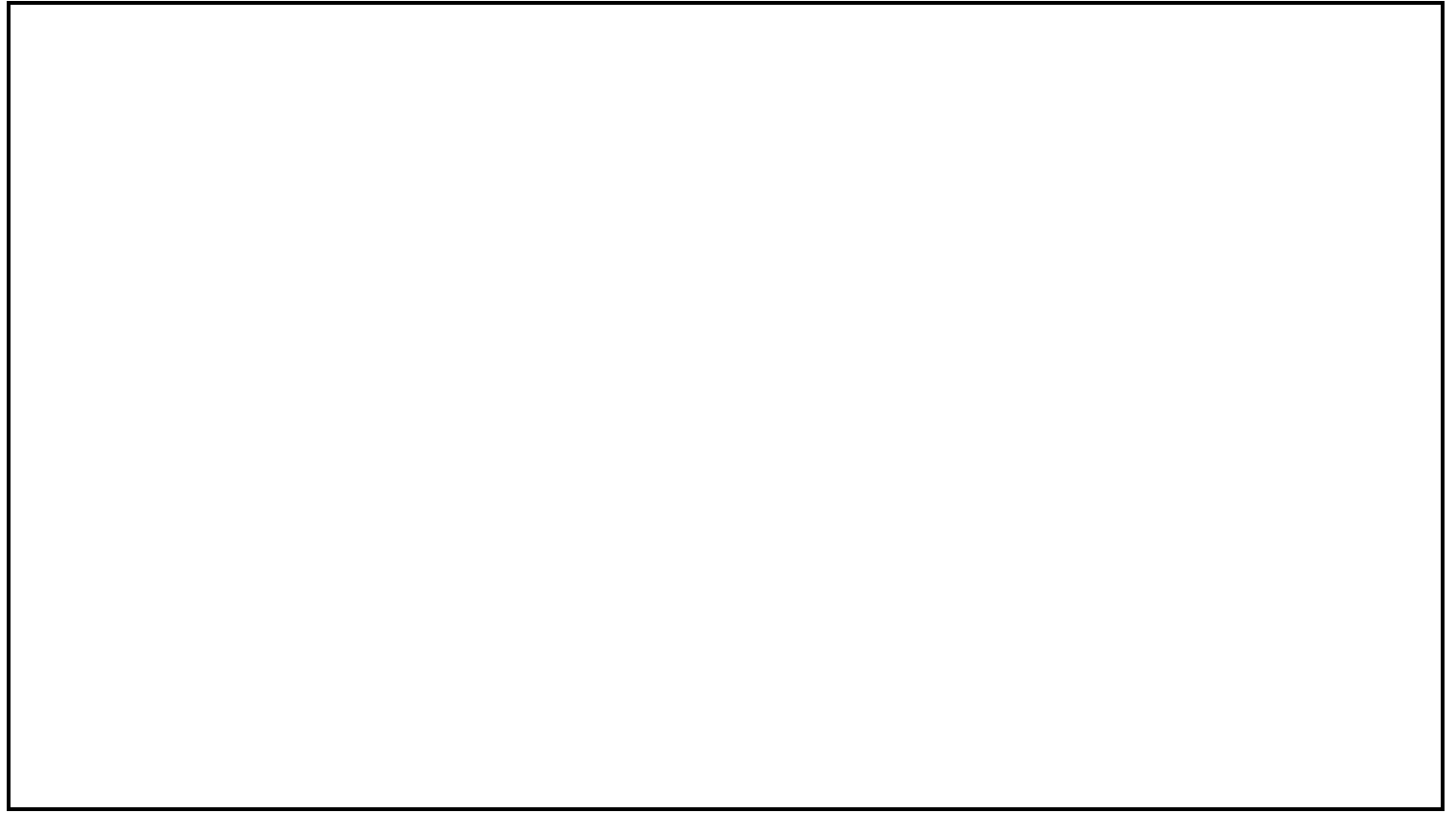
See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project**

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab



If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	10,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		10,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	10,000								10,000
Expenditures		5,000	5,000						10,000
Cumulative Balance	10,000	5,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov, 760-336-3520

DATE OF SUBMISSION:

8/31/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION

**FY19/20 \$4,000, EXPENDITURES
FY20/21 \$2,000 & FY 21/22 \$2,000.**

REQUESTED AMOUNT:

\$ 4,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request funds to replace aging multi function copier for judges chambers.

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

The aging copiers are routinely jamming or not in service. Replacing them would allow Judicial Officers to more effectively prepare and do their calendars.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

Judicial officers will be unable to efficiently prepare for their calendars.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

Delays in hearings due to judges not being fully prepared.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

- A. Three-year history of year-end fund balances, revenues, and expenditures**

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

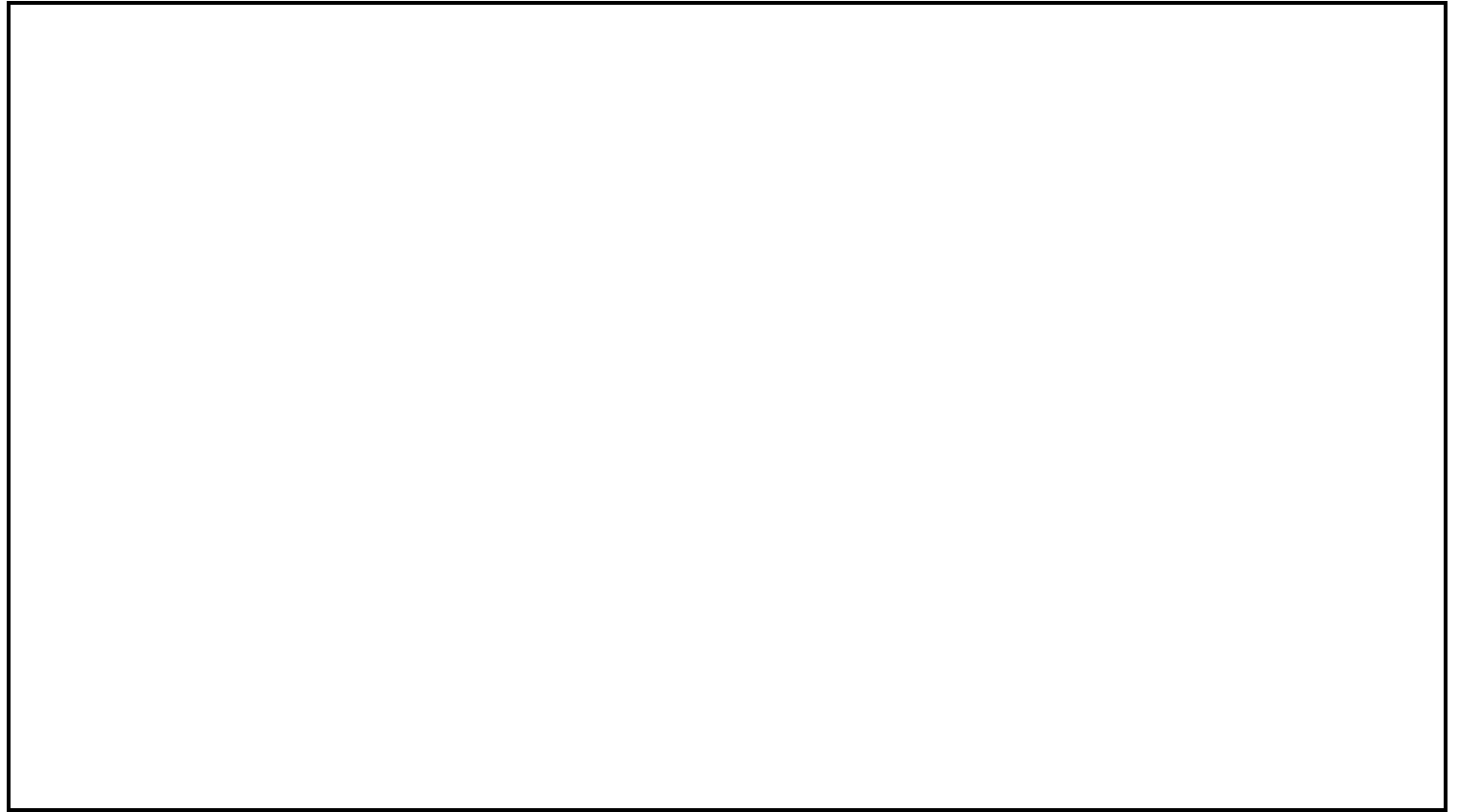
See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project**

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab



If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	4,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		4,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	4,000								4,000
Expenditures		2,000	2,000						4,000
Cumulative Balance	4,000	2,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/03/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$9,846, EXPENDITURE FY20/21 \$9,846

REQUESTED AMOUNT:

\$9,846

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Purchase and replace broken Court room blinds for Departments 2, 5, 7, and 9. Existing blinds have been in place for past 16 years and have become frail and non-operational. Blinds are essential to the buildings need since our summer temperatures reach up to 125 degrees.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Blinds are essential to the buildings need since our summer temperatures reach up to 125 degrees.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Due to our high temperatures during summer, it will be more difficult to maintain a reasonable temperature inside the Courtrooms.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Due to our high temperatures during summer, it will be more difficult to maintain a reasonable temperature inside the Courtrooms.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	9,846
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		9,846

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	9,846								9,846
Expenditures		9,846							9,846
Cumulative Balance	9,846	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/3/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY 19/20 \$48,003, EXPENDITURE FY 20/21 \$48,003

REQUESTED AMOUNT:

\$48,003

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Purchase and install a pre-fabricated metal shade structure for the Winterhaven Courthouse exterior to serve as a waiting area and security screening station. Currently there are no shade structures or large enough trees to accommodate visitors or staff during the harsh summer temperatures (high of 125 degrees).

Shade structure would aide Court Security and visitors during screening for Covid and Security, also serve as a waiting location when Court calendars have reach Court room occupancy capacity (55). Building is currently limited to one Court room, no lobby, no screening, and no over flow room.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

We need to provide a more safety environment to the public and staff during the harsh summer temperatures (up to 125 degrees).

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

The Public will need to keep waiting outside the building during summer time under high temperatures.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

The Public will need to keep waiting outside the building during summer time under high temperatures.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	48,003
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		48,003

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	48,003								48,003
Expenditures		48,003							48,003
Cumulative Balance	48,003	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-





APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/3/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$45,137, EXPENDITURES FY20/21 \$45,137.

REQUESTED AMOUNT:

\$45,137

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Replacement of El Centro Courthouse window screens. Since their purchase and installation 18 years ago, they have become frail and a few un-usable. Since our town's weather can be harsh in the summer with temperatures reaching as high as 125 degrees, it is important to replace the window screens as soon as possible to help block out the sun in the Courtrooms. El Centro Courthouse has three quarters of the building windows fitted with these large brown screens.

Current window cleaners refuse to clean screens due to their brittle state, saying that the screens will tear and they don't want to be accountable.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

Window screens are essential to the buildings need since our summer temperatures reach up to 125 degrees.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

Due to our high temperatures during summer, it will be more difficult to maintain a reasonable temperature inside the Courtrooms.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

Due to our high temperatures during summer, it will be more difficult to maintain a reasonable temperature inside the Courtrooms.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	45,137
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		45,137

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	45,137								45,137
Expenditures		45,137							45,137
Cumulative Balance	45,137	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/3/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION

FY19/20 \$33,200, EXPENDITURES

FY20/21 \$33,200.

REQUESTED AMOUNT:

\$33,200.00

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request to purchase a new van to replace old passenger van. Current van has 94,500 miles and has recently had costly repairs due to wear and tear. Imperial passenger van is heavily used to transport court staff to and from Winterhaven on Court days (120 mile round trip), used to transport court staff to training events outside of Imperial County, used to move large furniture and mail delivers which include heavy boxes of Xerox paper between all our court sites.

Since our County reaches high temperatures of 125 degrees, the court depends on a reliable vehicle that will not break down between cities ranging from 20 miles to 60 miles. A/c is a must for summer days

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.**

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

Imperial passenger van is heavily used to transport court staff to and from Winterhaven on Court days (120 miles round trip), used to transport court staff to training events outside of Imperial County, used to move large furniture and mail delivers which include heavy boxes of Xerox paper between all our court sites.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

It will impact the Court Services that we offer at the Winterhaven location (120 miles round trip). Also, we need to have a reliable vehicle when employees need to go trainings.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

It will impact the Court Services that we offer at the Winterhaven location (120 miles round trip). Also, we use this Van to deliver supplies to all our court sites, so they can provide all the necessary services to the Community.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	33,200
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		33,200

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	33,200								33,200
Expenditures		33,200							33,200
Cumulative Balance	33,200	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/3/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$35,000 AND EXPENDITURE FY21/22 \$35,000

REQUESTED AMOUNT:

\$35,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request to purchase a small truck.

The Court would benefit from having a truck by eliminating the use of courier van and causing damage to interior and exterior, courier/passenger van not made for heavy loads. Another benefit to having small truck would be to eliminate the need to rent a truck or trailer or use of personal vehicles.

With the Construction of Imperials New Criminal Courthouse, our facilities team would be more efficient with having an added vehicle. Facilities currently travels to Brawley (50 miles roundtrip) & Winterhaven (120 miles roundtrip) weekly, leaving other facilities staff to wait for the return of the current facilities vehicle.

Facilities equipment and materials are not made for regular vehicles and has left the courts with spend unwanted repair or cleaning cost.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- A. Explain why the request does not fit within the court’s annual operational budget process and the three-year encumbrance term.**

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years’ allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

The Court would benefit from having a truck by eliminating the use of courier van and causing damage to interior and exterior, courier/passenger van not made for heavy loads. Another benefit to having small truck would be to eliminate the need to rent a truck or trailer or use of personal vehicles.

With the Construction of Imperials New Criminal Courthouse, our facilities team would be more efficient with having an added vehicle. Facilities currently travels to Brawley & Winterhaven weekly, leaving other facilities staff to wait for the return of the current facilities vehicle.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court’s operations if the court request is not approved.**

With the Construction of our new Courthouse, Facilities department needs this truck to be able to operate more efficiently.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

With the Construction of our new Courthouse, Facilities department needs this truck to be able to operate more efficiently.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years’ allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	33,200
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		33,200

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	35,000									35,000
Expenditures		35,000	-							35,000
Cumulative Balance	35,000	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/10/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY 19/20 \$37,524 AND EXPENDITURES FY20/21 \$37,524

REQUESTED AMOUNT:

\$37,524.00

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

El Centro Courthouse-Install new VCT flooring for all of lower level public hallway, with new matching cove base, and transition at each door way.

Existing flooring is 35yrs old, with miss-matched section thru-out the lower level. Also some section of the flooring is coming loose and exposing environmental concerns, with areas of the VCT stretching and chipping(creating a possible tripping hazard)

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Existing flooring is 35yrs old, with miss-matched section thru-out the lower level. Also some section of the flooring is coming loose and exposing environmental concerns, with areas of the VCT stretching and chipping (creating a possible tripping hazard)

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

We need to repair the flooring to avoid any tripping hazard.

E. Describe the consequences to the public and access to justice if the court request is not approved.

We need to repair the flooring to avoid any tripping hazard.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	37,524
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		37,524

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	37,524									37,524
Expenditures		37,524	-							37,524
Cumulative Balance	37,524	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/10/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY 19/20 \$50,000, EXPENDITURES FY 20/21 \$25,000 & FY 21/22 \$25,000

REQUESTED AMOUNT:

\$ 50,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Request is for 50 complete computer workstations to replace aging computer workstations at the main courthouse. This includes thin client, monitor, and desk phone.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Such a large expense does not fit in the expected budget cuts.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Continue to effectively be able to access our case management system to improve our services to our community.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

Aging computer workstations will delay normal business processes as devices begin to fail.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

Inability to provide access to the public without computer equipment.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

- A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	50,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		50,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	50,000								50,000
Expenditures		25,000	25,000						50,000
Cumulative Balance	50,000	25,000	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

<p>Please check the type of request:</p> <p><input checked="" type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i></p> <p><input type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i></p>	
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SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Imperial	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Maria Rhinehart, Court Executive Officer	
	CONTACT PERSON AND CONTACT INFO: Rodolfo Quintero; rquintero@imperial.courts.ca.gov ; 760-336-3520	
DATE OF SUBMISSION: 9/10/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$48,319, EXPENDITURE FY20/21 \$48,319	REQUESTED AMOUNT: \$48,319

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

El Centro Courthouse, painting of first floor and second floor ceilings of the public halls to match existing new wall colors. Current ceilings have miss-matched patch sections, making building look unfinished and unprofessional. Buildings halls last painted 25 years ago.

The first floor and second floor halls were painted during the 2010 Earthquake repairs, ceilings left untouched.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court’s annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years’ allocations. Covid-19 is affecting all our sources of Income

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**
- C. If a cost efficiency, please provide cost comparison (table template provided).**
- D. Describe the consequences to the court's operations if the court request is not approved.**
- E. Describe the consequences to the public and access to justice if the court request is not approved.**
- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

- A. Three-year history of year-end fund balances, revenues, and expenditures**

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf**

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

- C. Identification of all costs, by category and amount, needed to fully implement the project**

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year**

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	48,319
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		48,319

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	48,319									48,319
Expenditures		48,319	-							48,319
Cumulative Balance	48,319	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/10/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$30,000, EXPENDITURE FY21/22 \$30,000.

REQUESTED AMOUNT:

\$30,000.

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Brawley Courthouse Move-Rental of moving truck with lift gate for large heavy items, repairs to walls and floors, removal of large rolling file system, dismantle all court furniture for storage, relocate court room audience seating to Winterhaven Courthouse, relocate two judges chambers (al furniture, books, electronic devices, and personal belongings).

Contact contractors to relocate security equipment such as X-ray machine (will need to be re-calibrated), metal detector (will need to be re-calibrated), gun lockers, and storage cabinets. All to the new Courthouse building

Hire of additional labors

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Due to the construction of our new building, we are planning to close Brawley Courthouse and move everything to our new location and to our Winterhaven location.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

As soon as our new building is ready, we will need to move equipment from Brawley Courthouse to our new location in order to be able to operate in the new building.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

As soon as our new building is ready, we will need to move equipment from Brawley Courthouse to our new location in order to be able to operate in the new building.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	30,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		30,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	30,000								30,000
Expenditures		30,000	-						30,000
Cumulative Balance	30,000	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/10/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION

FY19/20 \$18,000, EXPENDITURE FY 20/21 FY \$18,000.

REQUESTED AMOUNT:

\$18,000

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

El Centro Courthouse-Criminal & Civil file room renovation, removal of condes-rolling file systems, patch and paint walls, and repair floors.

Criminal room to become Jury over flow room, current set up does not fit jurors and we have 100 plus prospected jurors waiting in the hallway. This issue has created a ADA concern, where ADA visitor & staff have a difficult time passing thru. Also for Fire code concerns

Civil room to become new break room, current break room is too small for amount of staff in this building

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

Due do the construction of our new building, we plan to make some changes in our main location in order to provide to the employees a better breakroom and to designate more space for Jury Department as Jury over flow room.

- C. If a cost efficiency, please provide cost comparison (table template provided).

- D. Describe the consequences to the court's operations if the court request is not approved.

We want provide a reasonable breakroom to the Staff.

- E. Describe the consequences to the public and access to justice if the court request is not approved.

We don't want to keep Jurors waiting in the hallway. This issue has created a ADA concern, where ADA visitor & staff have a difficult time passing thru. Also for Fire code concerns

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	18,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		18,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	18,000									18,000
Expenditures		18,000	-							18,000
Cumulative Balance	18,000	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Imperial

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Maria Rhinehart, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Rodolfo Quintero; rquintero@imperial.courts.ca.gov; 760-336-3520

DATE OF SUBMISSION:

9/18/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: CONTRIBUTION FY19/20 \$16,660, EXPENDITURE FY 21/22 FY \$16,660

REQUESTED AMOUNT:

\$16,660

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

El Centro Courthouse-To aide in stopping the spread of the Corona virus and all future virus. Imperial Courts is looking to install UV light into each air handler. With this new piece of equipment along with the new fan coils, it will provide a cleaner air quality for staff and visitors

Purchase and installation would be scheduled for early 2021/2022 fiscal year, with completion of the HVAC fan coil replacement,

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

N/A

B. Provide a summary of the changes to the request.

N/A

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

Staff and Visitors will feel more safe coming to the Court.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

We want to provide a cleaner air quality for staff and visitors

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

We want to provide a cleaner air quality for staff and visitors

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

This is our only alternative, Covid-19 affected our Funding allocation for the current fiscal year and we expect that it will affect the next two fiscal years' allocations. Covid-19 is affecting all our sources of Income.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached TCTF Funds held on behalf tables Template – Sec. IV. A Tab

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached TCTF Funds held on behalf tables Template – Sec. IV. B Tab

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached TCTF Funds held on behalf tables Template – Sec. IV. C Tab

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached TCTF Funds held on behalf tables Template – Sec. IV. D Tab

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,699,911	666,212	-					2,366,123
Revenues	11,449,114	1,078,890	312,422					12,840,426
Expenditures	10,500,033	1,070,017	364,404					11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Ending Fund Balance	2,542,903	729,192	-	-	-	-	-	3,272,095

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,407,155	591,563	-					1,998,718
Revenues	11,108,218	1,134,004	346,221					12,588,443
Expenditures	10,728,937	1,081,478	410,623					12,221,038
Operating Transfers In (Out)	(86,525)	22,123	64,402					-
Ending Fund Balance	1,699,911	666,212	-	-	-	-	-	2,366,123

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	1,603,606	922,343						2,525,949
Revenues	10,435,091	1,379,068	394,127					12,208,286
Expenditures	10,484,445	1,774,704	476,368					12,735,517
Operating Transfers In (Out)	(147,098)	64,857	82,241					-
Ending Fund Balance	1,407,154	591,564	-	-	-	-	-	1,998,718

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the c

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,172,106	71,685	-					11,243,791
Grants	-	-	312,422					312,422
Other Financing Sources	277,008	1,007,205	-					1,284,213
TOTAL REVENUES	11,449,114	1,078,890	312,422	-	-	-	-	12,840,426
EXPENDITURES								
Salaries	5,628,155	416,275	219,670					6,264,100
Staff Benefits	2,368,782	151,734	64,846					2,585,362
General Expense	494,960	16,084						511,044
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other	237,298	12,823						250,121
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(142,412)	85,509	56,903					-
Prior Year Expense Adjustment	1,766	111						1,877
TOTAL EXPENDITURES	10,500,034	1,070,017	364,403	-	-	-	-	11,934,454
Operating Transfers In (Out)	(106,089)	54,107	51,982					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,699,911	666,212	-					2,366,123
Ending Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095

Current detailed budget projection on court's behalf

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,540,078	68,101						10,608,179
Grants			296,801					296,801
Other Financing Sources	263,158	956,845						1,220,002
TOTAL REVENUES	10,803,236	1,024,946	296,801	-	-	-	-	12,124,982
EXPENDITURES								
Salaries	5,909,563	437,089	230,654					6,577,305
Staff Benefits	2,487,221	159,321	68,088					2,714,630
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	10,803,429	999,974	321,726	-	-	-	-	12,125,129
Operating Transfers In (Out)	(24,924)		24,924					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,542,902	729,192	1	-	-	-	-	3,272,095
Ending Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948

Current detailed budget projection

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	10,856,280	70,144						10,926,424
Grants			305,705					305,705
Other Financing Sources	271,052	985,550						1,256,602
TOTAL REVENUES	11,127,333	1,055,694	305,705	-	-	-	-	12,488,731
EXPENDITURES								
Salaries	6,205,041	458,943	242,186					6,906,170
Staff Benefits	2,611,582	167,287	71,493					2,850,362
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,223,268	1,029,795	336,663	-	-	-	-	12,589,726
Operating Transfers In (Out)	(39,862)		39,862					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,517,785	754,163	0	-	-	-	-	3,271,948
Ending Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953

Current detailed budget projection

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	11,290,532	72,950						11,363,481
Grants			320,990					320,990
Other Financing Sources	284,605	1,034,828						1,319,433
TOTAL REVENUES	11,575,136	1,107,777	320,990	-	-	-	-	13,003,904
EXPENDITURES								
Salaries	6,515,293	481,890	254,295					7,251,479
Staff Benefits	2,742,161	175,651	75,067					2,992,880
General Expense	495,160	16,084						511,244
Printing	3,897	650						4,547
Telecommunications	31,050	1,349						32,399
Postage	89,875	8,552						98,427
Insurance	12,295	437						12,732
Travel in State	12,398		2,433					14,831
Travel Out of State	2,825		-					2,825
Training	7,828		1,810					9,638
Security	288,029	1,380	9,497					298,906
Facilities Operations	269,109	88,778	-					357,887
Utilities	-	-	-					-
Contracted Services	679,646	257,272	9,151					946,069
Consulting and Professional Services - County Provided	6,760	-						6,760
Information Technology (IT)	366,482	27,099						393,581
Major Equipment	112,019	543						112,562
Other Items of Expense	6,458	1,421	93					7,972
Juror Costs	22,814	-						22,814
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	11,664,099	1,061,106	352,347	-	-	-	-	13,077,552
Operating Transfers In (Out)	(55,546)		55,546					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	2,381,987	780,062	8,904	-	-	-	-	3,170,953
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Current detailed budget projection

	Select Fiscal Year ▼		FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL	
REVENUES									
State Financing Sources								-	
Grants								-	
Other Financing Sources								-	
TOTAL REVENUES	-	-	-	-	-	-	-	-	
EXPENDITURES									
Salaries								-	
Staff Benefits								-	
General Expense								-	
Printing								-	
Telecommunications								-	
Postage								-	
Insurance								-	
Travel in State								-	
Travel Out of State								-	
Training								-	
Security								-	
Facilities Operations								-	
Utilities								-	
Contracted Services								-	
Consulting and Professional Services - County Provided								-	
Information Technology (IT)								-	
Major Equipment								-	
Other Items of Expense								-	
Juror Costs								-	
Other								-	
Debt Service								-	
Court Construction								-	
Distributed Administration & Allocation								-	
Prior Year Expense Adjustment								-	
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-	
Operating Transfers In (Out)								-	
Fund Balance (Deficit)									
Beginning Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	
Ending Balance (Deficit)	2,237,479	826,733	33,093	-	-	-	-	3,097,305	

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	16,660
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		16,660

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	16,660									16,660
Expenditures		16,660	-							16,660
Cumulative Balance	16,660	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

Summary of Requests for Trial Court Trust Fund Funds to be Held on Behalf of the Court (Amended Requests)

Table 2: Amended Requests for Judicial Council Consideration at its January 22, 2021 Business Meeting

Court	Does Request Change \$\$ Amount?	If Yes - \$\$ Change +/-	Current Approved Requests by Fiscal Year					Amended Requests by Fiscal Year						Category	High-Level Summary				
			2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2017-18	2018-19	2019-20	2020-21	2021-22			2022-23	2023-24	2024-25	
Sutter	Yes	(3,208)				100,000	300,000	100,101				496,893					Information Technology	Technological Enhancements	
Orange	Yes	110,085		465,234								319,891	241,974	13,454			Information Technology	Tyler CMS	
San Mateo	Yes	134,983	208,123	12,867					208,123	12,867	134,983						Facility Improvements	Flooring Repairs	
Sacramento	No	-			784,800	627,864						284,020	1,128,644				Information Technology	Case Management System	
Sacramento	No	-			1,106,278	669,722						1,776,000					Information Technology	Case Management System	
Mono	Yes	127,532					40,000							60,000	107,532		Technology	Audio Visual Equipment	
Mono	Yes	23,102				36,898						30,000	30,000				Information Technology	Technological Enhancements	
Mono	No	-				22,500	22,500						22,500	22,500			Information Technology	Computer Replacement	
Mono	Yes	20,000						40,000						60,000			Auto	Vehicle Replacement	
Tehama	Yes	217,950		100,790	224,831	160,305				100,790	130,941	254,195	217,950				Technology	CMS & Records	
			630,444	208,123	578,891	2,115,909	1,617,289	362,500	140,101	208,123	113,657	265,924	3,160,999	1,641,068	155,954	-	107,532		
			5,022,813						5,653,257										

Difference Between Amended and Original Requests 630,444

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:
Sutter

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Stephanie M. Hansel, Court Executive Officer *SMT*

CONTACT PERSON AND CONTACT INFO: Joe Azevedo, Court Fiscal Officer,
(530) 822-3340; jazevedo@suttercourts.com

DATE OF SUBMISSION:
9/22/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FISCAL YEARS
2019-20 THROUGH 2020-21

REQUESTED AMOUNT:
\$496,893.00

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

The Court respectfully requests \$500,101 be held for technological enhancements and facility modifications.

The Court respectfully requests the revised amount of \$496,890 be held. The Court also requests a revision to the timeline to spend the identified savings from FY 2019-20 through 2022-23 to FY 2019-20 through 2020-21.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Sections I and IV.D

B. Provide a summary of the changes to the request.

The Court's identified savings was revised down from \$500,101 to \$496,893. Further, the Court anticipates being able to spend the funds held in FY 2020-21.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

The Court has identified a need to install video equipment in several courtrooms to facilitate remote hearings. Initial estimates for the equipment needed, including cameras, monitors, laptops, etc., total \$30,000 for one courtroom. In addition, the Court needs additional security cameras around the perimeter of the courthouse to cover areas not being covered with existing cameras. Further, our main entrance doors need a lockdown system installed to prevent a potential active shooter from entering the courthouse. The identified savings would pay for these and other technological expenses that the Court would not be able to otherwise pay for within our operational budget much less in one fiscal year.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

Having the capability to hold remote hearings in multiple courtrooms would make court operations more efficient in that the Court would have the flexibility to calendar remote hearing in multiple courtrooms if needed which would also increase the availability of court services to the public. The facility modifications would increase security within and around the courthouse which in turn would enhance the effectiveness of court operations.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

N/A

- D. Describe the consequences to the court's operations if the court request is not approved.**

If the request is not approved, the Court would have to rely on one courtroom to provide remote video hearings and Court staff would continue working in a not-so-secure building which would negatively impact court operations. If the Court is forced to pay for these needed expenses out of its annual budget, hiring and negotiations would be negatively impacted and would result in employee lay-offs given current budget reductions.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

If the request is not approved, access to justice would be affected due to potential longer wait times for court hearings.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

The court could not identify alternatives should the request not be approved. Holding funding in the TCTF is the only alternative.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attachment.

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attachment.

C. Identification of all costs, by category and amount, needed to fully implement the project

See attachment.

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See revised attachment.

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	516,779	262,263	-					779,042
Revenues	5,827,185	337,881	375,146					6,540,212
Expenditures	5,871,311	337,297	421,075					6,629,683
Operating Transfers In (Out)	(82,139)	36,210	45,929					-
Ending Fund Balance	390,514	299,057	-	-	-	-	-	689,571

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	390,514	299,057	-					689,571
Revenues	6,889,405	404,015	416,756					7,710,176
Expenditures	6,292,578	329,527	451,120					7,073,225
Operating Transfers In (Out)	(3,243)	(31,121)	34,364					-
Ending Fund Balance	984,098	342,424	-	-	-	-	-	1,326,522

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	984,098	342,424	-					1,326,522
Revenues	7,303,710	310,931	398,724					8,013,365
Expenditures	7,187,025	245,846	415,658					7,848,529
Operating Transfers In (Out)	(16,934)		16,934					-
Ending Fund Balance	1,083,849	407,509	-	-	-	-	-	1,491,358

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	6,929,224	40,597						6,969,821
Grants			426,789					426,789
Other Financing Sources	82,634	252,916						335,550
TOTAL REVENUES	7,011,858	293,513	426,789	-	-	-	-	7,732,160
EXPENDITURES								
Salaries	3,078,826	116,018	173,460					3,368,304
Staff Benefits	2,263,570	89,863	140,476					2,493,909
General Expense	84,090	14,550	680					99,320
Printing	5,350	2,700						8,050
Telecommunications	49,244							49,244
Postage	33,410	21,000						54,410
Insurance	5,050							5,050
Travel in State	2,327		5,434					7,761
Travel Out of State	1,065							1,065
Training	4,375		1,790					6,165
Security	237,357							237,357
Facilities Operations	18,840							18,840
Utilities								-
Contracted Services	931,882	25,000	105,043					1,061,925
Consulting and Professional Services - County Provided	9,500							9,500
Information Technology (IT)	288,247							288,247
Major Equipment	140,000							140,000
Other Items of Expense	2,200							2,200
Juror Costs	7,387							7,387
Other	100,000							100,000
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(37,085)		37,085					-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	7,225,635	269,131	463,968	-	-	-	-	7,958,734
Operating Transfers In (Out)	(37,179)		37,179					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	984,098	342,424						1,326,522
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection on court's behalf

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948
Ending Balance (Deficit)	733,142	366,806	-	-	-	-	-	1,099,948

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	100,000
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	400,101
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		500,101

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	500,101								500,101
Expenditures		100,000	300,000	100,101					500,101
Cumulative Balance	500,101	400,101	100,101	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	500,101								500,101
Expenditures		100,000	300,000	100,101					500,101
Cumulative Balance	500,101	400,101	100,101	-	-	-	-	-	-

Amended request

Description	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	496,893								496,893
Expenditures		496,893							496,893
Cumulative Balance	496,893	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT:

Orange

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*

David Yamasaki, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Tanya Vu; t2vu@occourts.org; 657-622-5123 (Project Manager)

Katrina Coreces; kcoreces@occourts.org; 657-622-7739 (Financial Planning)

DATE OF SUBMISSION:

9/22/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: 7/1/2013 – 6/30/2021

REQUESTED AMOUNT:

\$465,234 and \$110,085, for a total of \$575,319.

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

In support of the Court's long-term business objectives, cost savings measures, and technology goals, the Court's leadership initiated the implementation of a new Case Management System ("CMS") from Tyler Technologies ("Tyler") to replace the Court's outdated Banner CMS, which supports Family Law and Juvenile case types. The implementation plan also included the conversion of the Civil Cashiering System ("CCS"). As such, the Court required professional and consulting services to assist with a gap analysis, configuration, data conversion, testing, and implementation. Services included technical project management support; inventory, assessment, and recommendations for Family Law, Juvenile Dependency, Juvenile Delinquency, and CCS data conversion; programming; and other services to ensure the Court's successful conversion to Tyler's Odyssey CMS.

In FY 2013-14, the Court encumbered \$2,807,540 in professional and consulting services to implement the new CMS with the understanding that all deliverables would be completed before June 30, 2016. On December 7, 2015, despite lacking some functionalities, the new CMS for Family Law and Juvenile went live. On June 30, 2016, the three-year encumbrance period ended with significant deliverables still outstanding. As a result, the Court requested that \$775,384 in encumbered funds be held in the TCTF for two additional fiscal years. The Judicial Council approved this request. The Court submitted a similar request when the funds were not expended by June 30, 2017. That request was also approved.

In FY 2016-17, the Court, in conjunction with the Los Angeles, Butte, and San Bernardino superior courts entered into a separate agreement with Tyler to develop the Juvenile Delinquency Multi-Case Processing ("MCP") project. The intention of this project was to address the needs of the participating courts in the area of Juvenile Delinquency courtroom processing by providing the ability to update a minor's case activity and view their comprehensive case record. Changes would be made to both Tyler's Case Manager and Clerk Edition applications. At the time Tyler was to deliver the MCP project, the Court's project team did an extensive review of the product and determined that it would not meet the Court's business needs citing that in order to meet the needs of Family Law and Juvenile Operations, Clerk Edition and Odyssey would require extensive rework and architectural modification. Due to the extensive and resource-heavy rework required, the Court made the difficult decision to discontinue this project with \$110,085 still encumbered.

Knowing that the MCP project will be discontinued, the Court reached out to Judicial Council staff to inquire about the ramifications of liquidating the \$110,085 MCP balance. The Court was advised that another option would be to roll the \$110,085 in with the \$465,234 Funds Held request for the original Tyler contract. This would have brought the Funds Held request for the original Tyler contract up to \$575,319. The Court was prepared to submit an amended request for the Tyler Funds Held to do exactly this until the COVID pandemic struck.

As of June 30, 2020, the Court has not accepted Tyler deliverables because they either did not satisfy the Court's contract requirements, or they were included in releases that the Court has not taken. The Court has now decided that the time has come to cease working with Tyler to complete all of its remaining deliverables in the way that the Court needs. This decision was made because: 1) the Court has given Tyler more than enough time to develop business-critical functionalities that are acceptable to the Court, and 2) the funding shortfall caused by the COVID-driven recession has taken away the luxury of the Court being able to commit more than half a million dollars of its funding in the hopes that Tyler will finally deliver an acceptable product.

Due to the recession, the Court is facing at least a \$13 million deficit. Many of the Court's budget balancing strategies are based on volatile revenue sources such as civil assessments, escheatment, and fee increases, and non-guaranteed staff-related expenditure reductions such as an increased vacancy rate. The Court's budget plan also includes the use of almost all of its 2% Automation Fund reserves and its meager \$50,000 3% unrestricted reserve. All of this uncertainty forced the Court to look at all of its expenditures and commitments again and that review led to this request.

In September 2020, the Court agreed to pay Tyler \$75,000 for Clerk Edition and \$9,965 for the Project Closeout Report, for a total of \$84,965. This leaves the Court with \$490,354 in encumbered funds for Tyler implementation. This amended request asks that the Judicial Council: 1) permit the Court to carry over \$84,965 of the Tyler encumbrance to FY 2020-21 in order to pay for the final invoices for Tyler; 2) release \$490,354 in encumbered funds for Tyler implementation; and 3) allow the Court to use the released funds to pay for Tyler software maintenance for the next three years:

FY 2020-21 – \$234,926
FY 2021-22 – \$241,974
FY 2022-22 – \$13,454 of the \$249,234 annual maintenance cost

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Section IV.

B. Provide a summary of the changes to the request.

Amendment 1: On May 10, 2017, the Court requested the JCC to hold \$642,384 in the TCTF, with the expectation that all funds would be expended by June 30, 2018. This request was approved. However, the Court only expended \$177,150 by June 30, 2018, leaving a balance of \$465,234.

Amendment 2: On July 20, 2018, the Court requested the JCC to hold \$465,234 through June 30, 2019. This request was also approved. However, the Court has not paid for any additional deliverables as of June 30, 2019.

Amendment 3: On June 26, 2019, the Court requested the JCC to hold \$465,234 through June 30, 2020. This request was also approved. However, the Court has not paid for any additional deliverables as of June 30, 2020.

This request now asks that the Judicial Council: 1) permit the Court to carry over \$84,965 of the Tyler encumbrance to FY 2020-21 in order to pay for the final invoices for Tyler; 2) release \$490,354 in encumbered funds for Tyler implementation; and 3) allow the Court to use the released funds to pay for Tyler software maintenance for the next three years:

FY 2020-21 – \$234,926
FY 2021-22 – \$241,974
FY 2022-22 – \$13,454 of the \$249,234 annual maintenance cost

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Due to the size of the project, the complexity of the case types implemented, and Tyler's limited resources, Tyler is unable to deliver the custom development needed for improved efficiencies and cost savings solutions. Due to severe funding uncertainties, the Court cannot afford to tie up \$490,354 of its funds for several more years in the hopes that Tyler will finally deliver on business-critical functionalities that the Court can use.

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

This request will not enhance services or increase efficiencies. This request will give the Court the best chance of being able to operate at a level that will not adversely affect the lives of its users and its staff. Allowing the Court to use these funds to pay for items already included in its budget will decrease the funding uncertainty that it is currently facing. To put this in salaries and benefits terms, \$490,354 is roughly equivalent to 1.2 working days for all 1,500 court staff.

C. If a cost efficiency, please provide cost comparison (table template provided).

N/A

D. Describe the consequences to the court's operations if the court request is not approved.

Not approving this request will continue to tie up \$490,354 of court funds that are desperately needed to help mitigate the Court's \$13 million budget deficit. \$490,354 is equivalent to 1.2 furlough days for all 1,500 court staff.

E. Describe the consequences to the public and access to justice if the court request is not approved.

Not approving this request could mean fewer staff due to the Court having to maintain an unsustainably high vacancy rate, or shorter court hours due to additional furlough days. These could result in greater delays in service and resolution of cases, and the further accumulation of backlog, which the Court could ill-afford given the delays and backlogs that are already occurring and accumulating due to COVID-related disruptions.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

One alternative is to use all the funds to pay for VoIP replacement. Another alternative is to keep holding the funds for the Tyler contract indefinitely.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

N/A

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

N/A

C. Identification of all costs, by category and amount, needed to fully implement the project

N/A

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

Attached

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
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943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	3,511,967	5,693,958	-					9,205,925
Revenues	172,150,336	18,257,499	3,013,595					193,421,430
Expenditures	171,089,973	17,959,008	3,002,456					192,051,437
Operating Transfers In (Out)	-	-	-					-
Ending Fund Balance	4,572,330	5,992,449	11,139	-	-	-	-	10,575,918

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	4,572,330	5,992,449	11,139					10,575,918
Revenues	178,513,967	17,331,320	3,834,935					199,680,222
Expenditures	176,261,290	16,546,456	3,846,074					196,653,820
Operating Transfers In (Out)								-
Ending Fund Balance	6,825,007	6,777,313	(0)	-	-	-	-	13,602,320

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	6,825,007	6,777,313	(0)					13,602,320
Revenues	181,192,123	17,102,063	3,848,093					202,142,279
Expenditures	183,941,801	19,235,040	3,854,212					207,031,053
Operating Transfers In (Out)	(6,119)	-	6,119					-
Ending Fund Balance	4,069,210	4,644,336	(0)	-	-	-	-	8,713,546

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2018-19							
	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	178,513,967							178,513,967
Grants			3,834,935					3,834,935
Other Financing Sources		17,331,320						17,331,320
TOTAL REVENUES	178,513,967	17,331,320	3,834,935	-	-	-	-	199,680,222
EXPENDITURES								
Salaries	92,438,783	5,340,598	1,022,990					98,802,371
Staff Benefits	58,043,084	2,692,503	1,122,505					61,858,091
General Expense	4,908,877	50,792	7,328					4,966,997
Printing	179,663	57,472	-					237,135
Telecommunications	848,685	9,290	16,250					874,225
Postage	515,466	236,353	-					751,819
Insurance	57,918	-	-					57,918
Travel in State	155,368	26,229	3,197					184,795
Travel Out of State	46,372	2,968	699					50,040
Training	302,383	13,752	11,055					327,190
Security	9,402	5,745	-					15,146
Facilities Operations	1,669,445	1,568,394	-					3,237,840
Utilities	-	-	-					-
Contracted Services	11,582,839	5,690,314	484,912					17,758,065
Consulting and Professional Services - County Provided	692,342	-	-					692,342
Information Technology (IT)	3,616,450	65,446	751,012					4,432,907
Major Equipment	1,505,722	733	9,912					1,516,367
Other Items of Expense	16,248	-	-					16,248
Juror Costs	872,304	-	-					872,304
Other	2,056	-	-					2,056
Debt Service	-	-	-					-
Court Construction	-	-	-					-
Distributed Administration & Allocation	(1,214,972)	785,873	429,099					-
Prior Year Expense Adjustment	12,856	(5)	(12,885)					(34)
TOTAL EXPENDITURES	176,261,290	16,546,456	3,846,074	-	-	-	-	196,653,819
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	10,575,918							10,575,918
Ending Balance (Deficit)	12,828,596	784,864	(11,139)	-	-	-	-	13,602,321

Current detailed budget projection on court's behalf

	FY 2019-20							
	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	181,192,123							181,192,123
Grants			3,848,093					3,848,093
Other Financing Sources		17,102,063						17,102,063
TOTAL REVENUES	181,192,123	17,102,063	3,848,093	-	-	-	-	202,142,279
EXPENDITURES								
Salaries	94,990,452	6,861,406	1,008,153					102,860,011
Staff Benefits	63,234,607	3,838,650	1,168,235					68,241,491
General Expense	4,278,731	57,517	84,217					4,420,465
Printing	186,484	58,670	-					245,153
Telecommunications	957,353	6,292	-					963,645
Postage	656,991	188,220	-					845,211
Insurance	71,807	-	-					71,807
Travel in State	118,330	17,641	16,546					152,517
Travel Out of State	51,763	9,397	16,400					77,560
Training	203,072	43,176	18,181					264,430
Security	68,285	3,660	-					71,946
Facilities Operations	2,171,085	1,695,851	-					3,866,935
Utilities	-	-	-					-
Contracted Services	10,530,524	4,795,491	450,772					15,776,787
Consulting and Professional Services - County Provided	1,021,533	-	-					1,021,533
Information Technology (IT)	4,268,890	547,731	721,805					5,538,425
Major Equipment	1,518,453	439,046	-					1,957,499
Other Items of Expense	9,910	940	-					10,850
Juror Costs	644,183	-	-					644,183
Other	-	-	-					-
Debt Service	-	-	-					-
Court Construction	-	-	-					-
Distributed Administration & Allocation	(1,041,255)	671,352	369,903					-
Prior Year Expense Adjustment	605	-	-					605
TOTAL EXPENDITURES	183,941,800	19,235,041	3,854,212	-	-	-	-	207,031,053
Operating Transfers In (Out)	(6,119)		6,119					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	12,828,596	784,864	(11,139)	-	-	-	-	13,602,321
Ending Balance (Deficit)	10,072,800	(1,348,113)	(11,140)	-	-	-	-	8,713,547

Current detailed budget projection:

	FY 2020-21							
	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	173,476,113							173,476,113
Grants			3,402,007					3,402,007
Other Financing Sources		18,474,033						18,474,033
TOTAL REVENUES	173,476,113	18,474,033	3,402,007	-	-	-	-	195,352,153
EXPENDITURES								
Salaries	92,446,015	5,596,103	1,388,605					99,430,723
Staff Benefits	67,370,873	3,765,131	1,427,463					72,563,467
General Expense	3,051,330	58,848	114,651					3,224,828
Printing	209,650	70,250	1,518					281,418
Telecommunications	1,005,176	7,000	-					1,012,176
Postage	557,400	251,000	-					808,400
Insurance	89,750	-	-					89,750
Travel in State	113,019	18,128	7,335					138,482
Travel Out of State	11,250	10,560	17,460					39,270
Training	104,349	6,600	32,236					143,185
Security	110,055	-	-					110,055
Facilities Operations	1,980,102	1,267,694	-					3,247,796
Utilities	-	-	-					-
Contracted Services	11,526,722	5,749,893	249,655					17,526,270
Consulting and Professional Services - County Provided	1,253,689	-	-					1,253,689
Information Technology (IT)	6,104,964	110,858	242,752					6,458,574
Major Equipment	876,219	-	-					876,219
Other Items of Expense	21,200	-	-					21,200
Juror Costs	891,000	-	-					891,000
Other	-	-	-					-
Debt Service	-	-	-					-
Court Construction	-	-	-					-
Distributed Administration & Allocation	(1,208,272)	766,443	441,829					-
Prior Year Expense Adjustment	-	-	-					-
TOTAL EXPENDITURES	186,514,491	17,678,508	3,923,504	-	-	-	-	208,116,503
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	10,072,800	(1,348,113)	(11,140)	-	-	-	-	8,713,547
Ending Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)
Ending Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)
Ending Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)
Ending Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)
Ending Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)
Ending Balance (Deficit)	(2,965,578)	(552,588)	(532,636)	-	-	-	-	(4,050,803)

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	575,319
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		575,319

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Encumbered Amount	775,384								775,384
Contribution									-
Expenditures	775,384								775,384
Cumulative Balance	-	-	-	-	-	-	-	-	-

Amended request

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Encumbered Amount	775,384								775,384
Contribution									-
Expenditures	133,000	177,150	465,234						775,384
Cumulative Balance	642,384	465,234	-	-	-	-	-	-	-

Amended request - CURRENT

Description	FY 2016-17 ▼	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Total
Encumbered Amount	775,384			110,085					885,469
Contribution									-
Expenditures	133,000	177,150	-	-	319,891	241,974	13,454		885,469
Cumulative Balance	642,384	465,234	465,234	575,319	255,428	13,454	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

- NEW REQUEST** *(Complete Section I, III, and IV only.)*
- AMENDED REQUEST** *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: San Mateo	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Neal Taniguchi, Court Executive Officer	
	CONTACT PERSON AND CONTACT INFO: Steven Chang, 650-261-5046, stevenchang@sanmateocourt.org	
DATE OF SUBMISSION: 7/15/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: JULY 2018 TO JUNE 2024	REQUESTED AMOUNT: \$134,983

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

The Court would like to accumulate savings in the most fiscally prudent and operationally sound manner that will allow it to repair and/or replace up to approximately 230,000 square feet of worn and damaged 30-year-old flooring and carpeting, which pose increasing health and safety risks, throughout the Court's Hall of Justice facility in Redwood City. In addition, when carpet or flooring is replaced, the Court will be replacing/relocating loose wiring to accommodate the increased use of computer equipment in the courtroom, as the Court transitions to paperless, electronic processes. Given the need to temporarily move/relocate a large number of staff, judicial officers and furniture, and in order to minimize or prevent significant disruptions to Court operations, both in the courtrooms and various Court divisions, the project must be done in phases. Therefore, we anticipate that the project could take as long as six years to complete from start to finish.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Amendment only to Section IV.D – funding/expenditure plan.

B. Provide a summary of the changes to the request.

This request is to contribute additional monies as requested and approved in the original request. The estimated contribution amounts and expenditures per year have been updated in Section IV.D. Amended Requests.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

Given logistical, financial, and operational constraints, the entire project could take up to six years to complete. In 2017-18, the only way the Court could have accumulated fund balance that amounted to the total estimated cost of the project would have been to, unnecessarily, cut back on other critical operating costs. Accumulating savings across multiple fiscal years allows the Court to avoid harmful and unnecessary budgetary reductions.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

By replacing old and worn out flooring and carpeting, the Court will improve the environment, by making it safer and healthier, for the public in general, including jurors and litigants, court staff, and judicial officers. As noted above, the Court is also replacing/relocating loose wiring to better accommodate current and future equipment needs and to eliminate tripping hazards resulting from the increased use of computer equipment in the courtroom and the staff offices.

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

The Court might have to postpone replacing or repairing any other flooring or carpeting for the foreseeable future or make significant cuts in other needed operating costs, unless discretionary funding dramatically increases. The health and safety risks to the public, judicial officers, and court staff will increase due to continued damage and wear to carpeting and flooring.

E. Describe the consequences to the public and access to justice if the court request is not approved.

The 30-year-old flooring is deteriorating rapidly, which has led to health and tripping hazards throughout the facility. Electrical upgrades are necessary to support the increased technological needs of the Court and its justice partners. Currently power and data cords are temporarily installed and exposed across the floor, creating uneven surfaces, and other hazards, which puts the public, court staff, and judicial officers at a higher risk of injury from tripping and falling in the courtrooms. The Court could be at risk of litigation due to these unsafe, unsightly, and unsanitary conditions. These conditions undermine the dignity of the Court as well.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

If the request is not approved, the Court will either postpone replacing or repairing the much needed flooring for the foreseeable future or implement it sooner, but in a way that would be financially and operationally riskier than if monies were held in reserve within the TCTF. Holding reserve funds in the TCTF affords the Court greater latitude in implementing a logistically and operationally challenging multi-year project.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*): see attached templates

A. Three-year history of year-end fund balances, revenues, and expenditures

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

C. Identification of all costs, by category and amount, needed to fully implement the project

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2014-15	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	2,774,656	1,980,187						4,754,843
Revenues	38,724,146	1,118,676	787,639					40,630,461
Expenditures	38,767,339	1,646,986	929,811					41,344,136
Operating Transfers In (Out)	(181,591)	39,419	142,172					-
Ending Fund Balance	2,549,872	1,491,296	-	-	-	-	-	4,041,168

FY 2015-16	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	2,549,872	1,491,296						4,041,168
Revenues	40,471,299	989,482	1,024,440					42,485,221
Expenditures	42,018,078	1,259,364	1,158,236					44,435,678
Operating Transfers In (Out)	(244,194)	110,399	133,796					1
Ending Fund Balance	758,899	1,331,813	-	-	-	-	-	2,090,712

FY 2016-17	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	758,899	1,331,813						2,090,712
Revenues	41,076,050	909,295	974,471					42,959,816
Expenditures	39,940,964	939,620	1,110,183					41,990,767
Operating Transfers In (Out)	(435,648)	299,936	135,712					-
Ending Fund Balance	1,458,338	1,601,423	-	-	-	-	-	3,059,761

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2017-18		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	39,848,471	1,418,409						41,266,880
Grants			1,731,024					1,731,024
Other Financing Sources								-
TOTAL REVENUES	39,848,471	1,418,409	1,731,024	-	-	-	-	42,997,904
EXPENDITURES								
Salaries	22,320,252	725,843	749,970					23,796,065
Staff Benefits	11,577,706	161,924	391,512					12,131,142
General Expense	759,497		8,928					768,425
Printing	80,080							80,080
Telecommunications	519,850							519,850
Postage	242,630							242,630
Insurance	7,479							7,479
Travel in State	56,640		13,768					70,408
Travel Out of State								-
Training	25,280							25,280
Security	448,277							448,277
Facilities Operations	80,316							80,316
Utilities								-
Contracted Services	2,822,945	392,813	561,846					3,777,604
Consulting and Professional Services - County Provided	643,796	140,800						784,596
Information Technology (IT)	458,951	607,041	5,000					1,070,992
Major Equipment	234,453							234,453
Other Items of Expense	9,280							9,280
Juror Costs	320,670							320,670
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	40,608,102	2,028,421	1,731,024	-	-	-	-	44,367,547
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,458,338	1,601,423						3,059,761
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection on court's behalf

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118
Ending Balance (Deficit)	698,707	991,411	-	-	-	-	-	1,690,118

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	2,000,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		2,000,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	250,000	250,000	150,000	50,000	50,000	50,000			800,000
Expenditures		200,000	250,000	150,000	100,000	100,000			800,000
Cumulative Balance	250,000	300,000	200,000	100,000	50,000	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	250,000	250,000	150,000	50,000	50,000	50,000			800,000
Expenditures		200,000	250,000	150,000	100,000	100,000			800,000
Cumulative Balance	250,000	300,000	200,000	100,000	50,000	-	-	-	-

Amended request

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	FY 2022-23 ▼	FY 2023-24 ▼	FY 2024-25 ▼	Total
Contribution	208,123	12,867	134,983	-	-	444,027			800,000
Expenditures			12,781	3,249		304,459	479,511		800,000
Cumulative Balance	208,123	220,990	343,192	339,943	339,943	479,511	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

- NEW REQUEST** *(Complete Section I, III, and IV only.)*
- AMENDED REQUEST** *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Sacramento	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lloyd G. Connelly, Court Executive Officer	
	CONTACT PERSON AND CONTACT INFO: Gabe Tiffany, Chief Financial Officer (916-874-8133)	
DATE OF SUBMISSION: 7/22/20	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY14/15 – FY21/22	REQUESTED AMOUNT: \$ 1,412,664

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

The court is replacing two of its oldest case management systems (CMS) projects in the Criminal and Family Law Divisions, and is starting the Phase II upgrade of its Traffic division C-Track implementation.

- Criminal CMS Project: replaces a county-owned mainframe system that is being phased out by the county. Includes real-time exchange of criminal case data between the court and the county.
- Family Law CMS Project replaces a 25+ year old installation of Sustain. The new Family Law CMS will enable the court to employ e-filing services and improve order generation.
- Traffic CMS Project: this project replaced a 16 year old CMS. The first phase of the Traffic CMS project went live in January 2019 and the remaining deliverables are slated for completion in FY20/21 and FY21/22.

This request is to amend the amount held in the TCTF to continue funding the court's CMS Projects.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

Section I. Request Amount: remains at \$1,412,664.
Section IV.D. Adjusted projected expenditures for FY20/21 and FY21/22.

B. Provide a summary of the changes to the request.

The court requests to continue the funds held on its behalf of \$1,412,664. This will cover the remaining amounts due on the Criminal, Traffic, and Family Law CMS implementations. The court anticipates expending these funds in FY20/21 and FY21/22.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

The CMS projects require a greater amount of time to complete than allowed in a normal encumbrance period. These are capital-level projects due to their complexity and the time and resources required to carefully examine and convert business rules, processes, and data into the new systems. This request carries the remaining funds needed for the Criminal, Traffic, and Family Law Projects (\$1,412,664).

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

The CMS Projects all touch on various goals in the Judicial Council's Strategic Plan including:

- Goal I – Access, Fairness, and Diversity
- Goal II – Independence and Accountability
- Goal III – Modernization of Management and Administration
- Goal IV – Quality of Justice and Service to the Public
- Goal VI – Branchwide Infrastructure for Service Excellence

Specific areas where these goals are met by the CMS Projects include:

- *Electronic Case Files:* The court will implement electronic case files in Criminal and Family Law as part of the new CMS implementations. Electronic files eliminate the need for storing, printing, and/or copying case files and thus expedite in-court processing. The case file and documents will be available through an online portal to government agencies, attorneys and/or parties (where appropriate and with secure access), and in the courthouse kiosk for general public. In Traffic, where case files are already electronic, there will be a reduction in the need for document printing and scanning and electronic signatures will be enabled. *(Goals III & VI)*
- *Electronic Filing and Data Exchanges with Justice Agencies:* Electronically filing cases directly into the new CMS means the filing agencies will have more time to file a case. Cases can be filed on a 24/7 basis. Case filing and verification will only take a few minutes, compared to manual filing. Government agencies can exchange data with the court, at any time of the day. *(Goals III & VI)*
- *Case Processing:* Automating current manual processes, where feasible, will add efficiencies for staff by saving time spent on tasks needing a clerk's review and data entry. For those cases that must still be manually entered, data entry will be streamlined through more efficient system configuration. Many workarounds currently in place due to system limitations will be eliminated. *(Goals III & IV)*
- *Government Agency and Public Access to Case Data:* Case files and case data will be made available, on-line, on 24/7 basis for government agencies, attorneys and/or parties (where appropriate and with secure access), and in the courthouse kiosk for general public. This should reduce case-related phone queries and foot-traffic to the courthouse. For Traffic, public kiosks and online access will increase payment/appearance options and reduce wait times. *(Goals I, III, & IV)*
- *Accurate Reporting:* The new CMS will improve reporting for JBSIS, and DMV which suffer in accuracy and data collection due to limitations in the existing systems. *(Goals II & III)*
- *System Integration:* New system will integrate with external court systems like SAP, and also share data with other case categories, like Traffic and eventually Juvenile as well as other areas of the court. Existing integrations with the county and third-party collections will be improved, reducing the need for manual intervention by court staff. Furthermore, the new system will integrate with the court's Electronic Document System (EDS) and Public Case Access site (PCA). Notices, Minute, and Orders would be available to the parties soon after the documents are completed. *(Goals IV & VI)*

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

- *Reliance on Old Case Management Systems:*
 - Family Law: The CMS in Family Law is failing and must be replaced. The court is at extreme risk of losing data.
 - Traffic: The Traffic system is old and no longer supported by the vendor. What support there is expensive and the maintenance requirements for this system are steep.
 - Technology: Continued reliance on the old systems is becoming increasingly difficult as current operating systems and database systems no longer support these systems. The court is required to continue operating old versions of software that are no longer supported by the vendors. Finally, this puts the court out of compliance with various cyber-security requirements.
- *No Electronic Case files:* The court cannot implement electronic files for Family Law cases as the current systems cannot support them. The court will need space to continue to store and process paper files.
- *Business Process Workarounds:* Operations staff will continue to apply inefficient workarounds in their business processes due to system limitations.
- *Severely Limits Adoption of Electronic Filing:* Current systems do not support e-filing. As a result, the court will be unable to realize any improvement in efficiencies or the ability to improve access to case information.
- *Manual Reporting:* The court will continue to manually collect and report data in various areas such as JBSIS and Title IV-D.
- *No Data Sharing:* No ability to share data among the various case categories due to continued use of disparate systems.
- *Continued phone and foot traffic:* No reduction in foot traffic or case-related phone calls to the courthouse.

E. Describe the consequences to the public and access to justice if the court request is not approved.

- *Access to Case Files:* access to Family Law case files will continue to be limited to the courthouse and its working hours. Very limited case data will be available online. Parties will have to call the courthouse to get information on the hearing time and status.
- *Strict Filing Deadlines:* the existing strictures for filing deadlines will have to be maintained in order to allow for the time needed to manually review, stamp, and file documents as they are presented to the court for filing. The impact of this is more keenly felt when filing a case for a same-day or next-day calendar.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

A. Three-year history of year-end fund balances, revenues, and expenditures

Left blank per instructions received from Judicial Council Staff.

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

Left blank per instructions received from Judicial Council Staff.

C. Identification of all costs, by category and amount, needed to fully implement the project

Left blank per instructions received from Judicial Council Staff.

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

Description	FY19/20	FY20/21	FY21/22
Contribution	\$1,412,664		
Expenditures		\$284,020	\$1,128,644

If a cost efficiency, please provide cost comparison

Status Quo					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo				
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project				
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
Ending Fund Balance	-	-	-	-	-	-	-	-

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
Ending Fund Balance	-	-	-	-	-	-	-	-

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
Ending Fund Balance	-	-	-	-	-	-	-	-

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

Description	FUNDS							
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection on court's behalf

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	▼	▼	▼	▼	▼	▼	▼	▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	▼	▼	▼	▼	▼	Total
Contribution	1,412,664								1,412,664
Expenditures		784,800	627,864						1,412,664
Cumulative Balance	1,412,664	627,864	-	-	-	-	-	-	-

Amended request

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	▼	▼	▼	▼	▼	Total
Contribution	1,412,664								1,412,664
Expenditures		284,020	1,128,644						1,412,664
Cumulative Balance	1,412,664	1,128,644	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

NEW REQUEST *(Complete Section I, III, and IV only.)*

AMENDED REQUEST *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Sacramento	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lloyd G. Connelly, Court Executive Officer	
	CONTACT PERSON AND CONTACT INFO: Gabe Tiffany, Chief Financial Officer (916-874-8133)	
DATE OF SUBMISSION: 8-25-20	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY14/15 – FY20/21	REQUESTED AMOUNT: \$1,106,278

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

The court requests that funds be held on behalf of the court for use in implementing new case management systems (CMS) in all divisions along with the needed infrastructure upgrades required to support CMS. CMS implementations are currently underway in the Criminal, Family Law, Traffic, Civil and Probate divisions, and will replace antiquated systems that do not provide for e-filing and other functions to better serve the public and improve access to justice. The above amount represents the FY19/20 portion the court received from a prior funds held request totaling \$1.776M. We were unable to complete the work as previously stated due to COVID and request to hold the amount in fund balance for use in FY20/21.

SECTION II: AMENDED REQUEST CHANGES

- A. Identify sections and answers amended.**
 Added verbiage related to infrastructure upgrades as well as Civil and Probate CMS
- B. Provide a summary of the changes to the request.**

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

The CMS projects require a greater amount of time to complete than allowed in a normal encumbrance period. These are capital-level projects due to their complexity and the time and resources required to carefully examine and convert business rules, processes, and data into the new systems. The requested funds will be used for the following tasks:

- Continued CMS implementation for the Criminal, Family Law and Traffic divisions
- CCMS-V3 replacement for Civil, Probate and Mental Health
- New CMS system for the Juvenile Division
- Independent verification and validation services
- Project management and support for CMS implementation
- Infrastructure upgrades required to support the expanded CMS implementation

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

The CMS Projects all touch on various goals in the Judicial Council's Strategic Plan including:

- Goal I – Access, Fairness, and Diversity
- Goal II – Independence and Accountability
- Goal III – Modernization of Management and Administration
- Goal IV – Quality of Justice and Service to the Public
- Goal VI – Branchwide Infrastructure for Service Excellence

Specific areas where these goals are met by the CMS Projects include:

- *Electronic Case Files:* The court will implement electronic case files in Criminal and Family Law as part of the new CMS implementations. Electronic files eliminate the need for storing, printing, and/or copying case files and thus expedite in-court processing. The case file and documents will be available through an online portal to government agencies, attorneys and/or parties (where appropriate and with secure access), and in the courthouse kiosk for general public. In Traffic, where case files are already electronic, there will be a reduction in the need for document printing and scanning and electronic signatures will be enabled. (Goals III & VI)
- *Electronic Filing and Data Exchanges with Justice Agencies:* Electronically filing cases directly into the new CMS means the filing agencies will have more time to file a case. Cases can be filed on a 24/7 basis. Case filing and verification will only take a few minutes, compared to manual filing. Government agencies can exchange data with the court, at any time of the day. (Goals III & VI)
- *Case Processing:* Automating current manual processes, where feasible, will add efficiencies for staff by saving time spent on tasks needing a clerk's review and data entry. For those cases that must still be manually entered, data entry will be streamlined through more efficient system configuration. Many workarounds currently in place due to system limitations will be eliminated. (Goals III & IV)
- *Government Agency and Public Access to Case Data:* Case files and case data will be made available, on-line, on 24/7 basis for government agencies, attorneys and/or parties (where appropriate and with secure access), and in the courthouse kiosk for general public. This should reduce case-related phone queries and foot-traffic to the courthouse. For Traffic, public kiosks and online access will increase payment/appearance options and reduce wait times. (Goals I, III, & IV)
- *Accurate Reporting:* The new CMS will improve reporting for JBSIS, and DMV which suffer in accuracy and data collection due to limitations in the existing systems. (Goals II & III)

- *System Integration:* New system will integrate with external court systems like SAP, and also share data with other case categories, like Traffic and eventually Juvenile as well as other areas of the court. Existing integrations with the county and third-party collections will be improved, reducing the need for manual intervention by court staff. Furthermore, the new system will integrate with the court's Electronic Document System (EDS) and Public Case Access site (PCA). Notices, Minute, and Orders would be available to the parties soon after the documents are completed. *(Goals IV & VI)*

C. If a cost efficiency, please provide cost comparison (table template provided).

D. Describe the consequences to the court's operations if the court request is not approved.

- *Reliance on Old Case Management Systems:*
 - Family Law: The CMS in Family Law is failing and must be replaced. The court is at extreme risk of losing data.
 - Traffic: the Traffic system is old and no longer supported by the vendor. What support there is expensive and the maintenance requirements for this system are steep.
 - Technology: continued reliance on the old systems is becoming increasingly difficult as current operating systems and database systems no longer support these systems. The court is required to continue operating old versions of software that are no longer supported by the vendors. Finally, this puts the court out of compliance with various cyber-security requirements.
- *No Electronic Case files:* the court cannot implement electronic files for Family Law cases as the current systems cannot support them. The court will need space to continue to store and process paper files.
- *Business Process Workarounds:* operations staff will continue to apply inefficient workarounds in their business processes due to system limitations.
- *Severely Limits Adoption of Electronic Filing:* current systems do not support e-filing. As a result, the court will be unable to realize any improvement in efficiencies or the ability to improve access to case information.
- *Manual Reporting:* Court will continue to manually collect and report data in various areas such as JBSIS and Title IV-D.
- *No Data Sharing:* no ability to share data among the various case categories due to continued use of disparate systems.
- *Continued phone and foot traffic:* No reduction in foot traffic or case-related phone calls to the courthouse.

E. Describe the consequences to the public and access to justice if the court request is not approved.

- *Access to Case Files:* access to Family Law case files will continue to be limited to the courthouse and its working hours. Very limited case data will be available online. Parties will have to call the courthouse to get information on the hearing time and status.
- *Strict Filing Deadlines:* the existing strictures for filing deadlines will have to be maintained in order to allow for the time needed to manually review, stamp, and file documents as they are presented to the court for filing. The impact of this is more keenly felt when filing a case for a same-day or next-day calendar.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

Left blank per instructions received from Judicial Council Staff.

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

Left blank per instructions received from Judicial Council Staff.

C. Identification of all costs, by category and amount, needed to fully implement the project

Left blank per instructions received from Judicial Council Staff.

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

Description	FY19/20	FY20/21	FY21/22
Contribution	\$1,106,278		
Expenditures		\$1,106,278	

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2018-19	FY 2019-20	FY 2020-21								Total
Contribution	1,776,000										1,776,000
Expenditures		1,106,278	669,722								1,776,000
Cumulative Balance	1,776,000	669,722	-								-

Amended request

Description	FY 2019-20	FY 2020-21	FY 2020-21								Total
Contribution	1,106,278										1,106,278
Expenditures		1,106,278									1,106,278
Cumulative Balance	1,106,278	-									-

If a cost efficiency, please provide cost comparison

Status Quo					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo				
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
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934000	Security			
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943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project				
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
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950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-		
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Prior three-year history of year-end fund balances, revenues, and expenditures

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
Ending Fund Balance	-	-	-	-	-	-	-	-

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
Ending Fund Balance	-	-	-	-	-	-	-	-

	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance								-
Revenues								-
Expenditures								-
Operating Transfers In (Out)								-
Ending Fund Balance	-	-	-	-	-	-	-	-

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

Description	FUNDS							
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection on court's behalf

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Current detailed budget projection:

Description	FUNDS							TOTAL
	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	-	-	-	-	-	-	-	-
Ending Balance (Deficit)	-	-	-	-	-	-	-	-

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	▼	▼	▼	▼	▼	▼	▼	▼	Total
Contribution									-
Expenditures									-
Cumulative Balance	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	▼	▼	▼	▼	▼	Total
Contribution	1,776,000								1,776,000
Expenditures		1,106,278	669,722						1,776,000
Cumulative Balance	1,776,000	669,722	-	-	-	-	-	-	-

Amended request

Description	FY 2019-20 ▼	FY 2020-21 ▼	FY 2020-21 ▼	▼	▼	▼	▼	▼	Total
Contribution	1,106,278								1,106,278
Expenditures		1,106,278							1,106,278
Cumulative Balance	1,106,278	-	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

- NEW REQUEST** *(Complete Section I, III, and IV only.)*
- AMENDED REQUEST** *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Click here to enter court MONO		PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lester Perpall	
		CONTACT PERSON AND CONTACT INFO: Tammy Laframboise 760-923-2304	
DATE OF SUBMISSION: Click here to enter a date. 09/22/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 17-18 – FY 24-25	REQUESTED AMOUNT: \$167,532	

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

Technology request-funds to replace and or repair courtroom audio visual control system- our court has a sophisticated courtroom audiovisual (AV) control system that includes software and hardware with function control integration and courtroom microphones, with phone lines integrated into the AV system, sound masking, and window coverings and displays for evidence presentation. The AV control system was installed 7 years ago. Over the last couple of years we've experienced minor AV system failures, such as failure of the integrated phone line to function. We are concerned that our AV system may have a major failure. Given the crucial function of the AV systems to courtroom operations, we want to be proactive in replacing and or repairing the courtroom AV system prior to a total system failure.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

SECTION I, PERSON AUTHORIZING REQUEST, TIME PERIOD COVERED BY THE REQUEST, REQUESTED AMOUNT, SECTION II, SECTION IV. A TAB, B TAB, C TAB & SECTION IV.D AMENDED TAB.

B. Provide a summary of the changes to the request.

Now that the FY 19-20 has been finalized, the court would like to increase the original funds held request from \$40,000 to a total of \$167,532 to ensure that all the necessary equipment will be able to be purchased when needed. This will include a processor and touch screen upgrade, flat screens and a backend upgrade. Additionally, this project is being pushed further out in time and will take place during FY 22-23 and FY 24-25.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term.

We recently reached full staffing of all vacant positions, so we do not have much flexibility in our current budget given the 1% reserve limitation. It would be difficult to fit this substantial amount of funding into our regular operational budget. We intend to maximize the useful life of our current courtroom audiovisual systems which may extend beyond the three-year encumbrance term. In other words, we do not want to replace the current AV systems until absolutely necessary and want the funding available to do so.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?**

Maintaining the essential courtroom AV functions assures that parties, court staff and judges are able to complete all essential courtroom functions in a manner accessible to the public. As an example, if our microphone and speakers are not working properly, parties and/or witnesses will not be understood by the judge or other parties. The public will not be able to follow the proceedings and the court will fail to provide the accessibility and transparency expected in court proceedings.

- C. If a cost efficiency, please provide cost comparison (table template provided).**

- D. Describe the consequences to the court's operations if the court request is not approved.**

We may have to find technical workarounds if our courtroom AV system is not working properly. For example, in proceedings where courtcall has been requested and the integrated phone line in the AV system is not working properly, we may need to bring in a standalone plug-in conference call phone unit and place it centrally in the courtroom and hope that all parties and the judge can hear whoever is participating by courtcall. Unfortunately, we've had experience in doing so and frequently the public would be unable to hear or understand anything being said by the person participating by court call using this workaround.

- E. Describe the consequences to the public and access to justice if the court request is not approved.**

See answers to B and D.

- F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?**

The only alternative we would have is to make some significant sacrifice in current budget to pay for a short-term fix and make a supplemental budget request to get a permanent fix or replacement of the courtroom AV system. Obviously, until a short-term fix is taking care of and the long-term fix or replacement is accomplished, our courtrooms will suffer with the lack of functionality of an essential part of courtroom functionality, the ability for parties, judges and court staff and the general public to see and hear what is going on in the courtroom. If funding is being held for this purpose, our court can quickly address the problem and get our courtrooms back to full functioning much faster.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. A TAB

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB

C. Identification of all costs, by category and amount, needed to fully implement the project

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. C TAB

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. D TAB

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377	-					259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	233,692	37,878						271,570
Revenues	2,227,592	81,276	101,621					2,410,489
Expenditures	2,249,509	68,319	104,970					2,422,798
Operating Transfers In (Out)	(3,891)	542	3,349					-
Ending Fund Balance	207,884	51,377	-	-	-	-	-	259,261

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	162,304	25,025	-					187,329
Revenues	2,076,735	59,092	151,540					2,287,367
Expenditures	1,997,052	46,239	159,835					2,203,126
Operating Transfers In (Out)	(8,295)	-	8,295					-
Ending Fund Balance	233,692	37,878	-	-	-	-	-	271,570

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2017-18		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,001,900	10,522						2,012,422
Grants			155,362					155,362
Other Financing Sources	33,627	42,269						75,896
TOTAL REVENUES	2,035,528	52,791	155,362	-	-	-	-	2,243,681
EXPENDITURES								
Salaries	796,392	24,081	10,216					830,689
Staff Benefits	615,443	1,300	7,043					623,786
General Expense	68,248	865	20,473					89,587
Printing	1,454	42	292					1,787
Telecommunications	21,795	1,223	7,902					30,919
Postage	11,863	900	166					12,929
Insurance	1,582							1,582
Travel in State	4,187	60	1,182					5,429
Travel Out of State	-	-	-					-
Training	545		163					708
Security	474		414					888
Facilities Operations	10,620		8,646					19,266
Utilities	-	-	-					-
Contracted Services	207,163	6,095	94,014					307,272
Consulting and Professional Services - County Provided	-	-	-					-
Information Technology (IT)	123,470	8,194	3,149					134,812
Major Equipment	6,609							6,609
Other Items of Expense	2,460							2,460
Juror Costs	1,232							1,232
Other	1,092							1,092
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	1,874,628	42,760	153,659	-	-	-	-	2,071,047
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	160,900	10,031	1,703	-	-	-	-	172,634

Current detailed budget projection on behalf of the Court

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment	(2,031)		631					(1,400)
TOTAL EXPENDITURES	1,916,415	65,963	74,663	-	-	-	-	2,057,041
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	160,900	10,031	1,703	-	-	-	-	172,634
Ending Balance (Deficit)	498,535	7,400	9,704	-	-	-	-	515,639

Current detailed budget projection:

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,011,737	12,646						2,024,383
Grants			102,411					102,411
Other Financing Sources	33,046	67,132						100,178
TOTAL REVENUES	2,044,783	79,778	102,411	-	-	-	-	2,226,972
EXPENDITURES								
Salaries	1,001,835	24,323	34,052					1,060,209
Staff Benefits	796,350	27,233	10,093					833,676
General Expense	115,996	926	8,591					125,513
Printing	1,034	-	-					1,034
Telecommunications	22,300	955	5,672					28,928
Postage	15,238	463	-					15,701
Insurance	2,671	-	-					2,671
Travel in State	17,746	-	1,273					19,020
Travel Out of State	-	-	-					-
Training	5,925	-	579					6,504
Security	1,031	-	-					1,031
Facilities Operations	23,918	1,389	9,626					34,932
Utilities								-
Contracted Services	-	11,456	48,620					60,076
Consulting and Professional Services - County Provided	18,916	-	-					18,916
Information Technology (IT)	-	8,451	579					9,029
Major Equipment	4,715	-	-					4,715
Other Items of Expense	3,806	-	347					4,154
Juror Costs	788	75						863
Other	-							-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,032,269	75,271	119,432	-	-	-	-	2,226,972
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	498,535	7,400	9,704	-	-	-	-	515,639
Ending Balance (Deficit)	511,306	11,109	(6,776)	-	-	-	-	515,639

Current detailed budget projection:

	FY 2024-25		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,011,737	12,646						2,024,383
Grants			102,411					102,411
Other Financing Sources	33,046	67,132						100,178
TOTAL REVENUES	2,044,783	79,778	102,411	-	-	-	-	2,226,972
EXPENDITURES								
Salaries	1,001,835	24,323	34,052					1,060,209
Staff Benefits	796,350	27,233	10,093					833,676
General Expense	115,996	926	8,591					125,513
Printing	1,034	-	-					1,034
Telecommunications	22,300	955	5,672					28,928
Postage	15,238	463	-					15,701
Insurance	2,671	-	-					2,671
Travel in State	17,746	-	1,273					19,020
Travel Out of State	-	-	-					-
Training	5,925	-	579					6,504
Security	1,031	-	-					1,031
Facilities Operations	23,918	1,389	9,626					34,932
Utilities								-
Contracted Services	-	11,456	48,620					60,076
Consulting and Professional Services - County Provided	18,916	-	-					18,916
Information Technology (IT)	-	8,451	579					9,029
Major Equipment	4,715	-	-					4,715
Other Items of Expense	3,806	-	347					4,154
Juror Costs	788	75						863
Other	-							-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,032,269	75,271	119,432	-	-	-	-	2,226,972
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	511,306	11,109	(6,776)	-	-	-	-	515,639
Ending Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,639

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,639
Ending Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640
Ending Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640
Ending Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640
Ending Balance (Deficit)	524,077	14,819	(23,256)	-	-	-	-	515,640

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	40,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	127,532
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		167,532

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000	-	-	-	-				40,000
Expenditures	-	-	-	-	40,000				40,000
Cumulative Balance	40,000	40,000	40,000	40,000	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2017-18 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000								40,000
Expenditures		40,000							40,000
Cumulative Balance	40,000	-	-	-	-	-	-	-	-

Amended request

Description	FY 2017-18 ▼	FY 2019-20 ▼	FY 2022-23 ▼	FY 2024-25 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000	127,532							167,532
Expenditures			60,000	107,532					167,532
Cumulative Balance	40,000	167,532	107,532	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: <input type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i> <input checked="" type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i>		
SECTION I: GENERAL INFORMATION		
SUPERIOR COURT: Click here to enter court <u>MONO</u>	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lester Perpall <u>Hector Gonzalez</u> CONTACT PERSON AND CONTACT INFO: Tammy Laframboise 760-923-2304	
DATE OF SUBMISSION: Click here to enter a date. 09/21/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 18-19 – FY 21-22	REQUESTED AMOUNT: \$60,000
REASON FOR REQUEST <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i> <u>Request to hold TCTF funds for technology need-document digital scanning/storing services. Our court wants to scan hard copy paper court records to convert them into digital files at our Bridgeport location. This would allow the court to be prepared for the future deployment of a new case management system that will allow digital court record document management and eliminate paper court record files. This would alleviate an ongoing struggle for many courts, which is finding physical storage space for hard copy paper court records.</u>		
SECTION II: AMENDED REQUEST CHANGES		
A. Identify sections and answers amended. SECTION I, TIME PERIOD COVERED BY THE REQUEST, REQUESTED AMOUNT, SECTION II, SECTION IV. A TAB, B TAB, C TAB & SECTION IV.D TABS.		
B. Provide a summary of the changes to the request. There are more boxes of files that were identified to be scanned so the overall cost increased from \$36,898 to \$60,000 so an additional \$23,102 would like to be added to this funds held request. Also, with the increased amount of boxes the project is going to be completed in phases over two fiscal years instead of one fiscal year.		
SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE		
A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term. <u>Now that our court has filled all positions in our schedule 7 a, we do not have the budget flexibility to expend the amount requested. We were not confident about the amount of our budget surplus to have sufficient time to do a request for proposal process, contract with a vendor and encumber the funding to take advantage of the three-year encumbrance term.</u>		

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APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

The ability to scan court file records and have them in a searchable digital format will allow the court to respond to justice partner and public records requests much more promptly and efficiently. We currently store many of our older case record files in our Bridgeport branch court location which is only staffed 2 days a week and is 50 miles away from the main courthouse. Consequently, it may take 2 to 3 weeks to fulfill a records request if the records are located at our branch court location. Scanning and digitizing the court file records will reduce the need for physical file record space and create more usable workspace at both our courthouse locations.

B. If a cost efficiency, please provide cost comparison (table template provided).

C. Describe the consequences to the court's operations if the court request is not approved.

The inability to scan and digitize our court record files will prevent the court from taking advantage of important functions that will be available in a new case management system, such as e-filing and creating a paperless digital work environment that makes case record information easily available and easily shared.

D. Describe the consequences to the public and access to justice if the court request is not approved.

Justice partner and public records requests would continue to take excessive amount of time to respond to since court staff would need to continue to search hard copy court records.

E. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

We believe that use of our own funding is preferable to requesting supplemental funding.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. A TAB

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB

C. Identification of all costs, by category and amount, needed to fully implement the project

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. C TAB

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. D TAB

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377	-					259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	233,692	37,878						271,570
Revenues	2,227,592	81,276	101,621					2,410,489
Expenditures	2,249,509	68,319	104,970					2,422,798
Operating Transfers In (Out)	(3,891)	542	3,349					-
Ending Fund Balance	207,884	51,377	-	-	-	-	-	259,261

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	162,304	25,025	-					187,329
Revenues	2,076,735	59,092	151,540					2,287,367
Expenditures	1,997,052	46,239	159,835					2,203,126
Operating Transfers In (Out)	(8,295)	-	8,295					-
Ending Fund Balance	233,692	37,878	-	-	-	-	-	271,570

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2018-19		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,149,604	10,547						2,160,151
Grants			98,533					98,533
Other Financing Sources	37,563	68,739						106,302
TOTAL REVENUES	2,187,168	79,286	98,533	-	-	-	-	2,364,987
EXPENDITURES								
Salaries	842,282	21,011	14,370					877,663
Staff Benefits	706,124	23,296	9,930					739,351
General Expense	91,455	700	8,676					100,831
Printing	1,265	48	436					1,748
Telecommunications	10,793	843	5,939					17,575
Postage	7,591	396	13					8,000
Insurance	2,108	-	-					2,108
Travel in State	3,285	5	1,533					4,823
Travel Out of State	-	-	-					-
Training	553		508					1,061
Security	327	32	295					655
Facilities Operations	15,351	1,198	11,705					28,255
Utilities	-	-	-					-
Contracted Services	240,595	10,687	42,353					293,635
Consulting and Professional Services - County Provided	40	-	-					40
Information Technology (IT)	154,537	7,476	2,196					164,210
Major Equipment	-	-	-					-
Other Items of Expense	2,287	3	104					2,393
Juror Costs	222							222
Other	520							520
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,079,333	65,698	98,058	-	-	-	-	2,243,089
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	107,835	13,588	475	-	-	-	-	121,898

Current detailed budget projection on court's behalf

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment	(2,031)		631					(1,400)
TOTAL EXPENDITURES	1,916,415	65,963	74,663	-	-	-	-	2,057,041
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	107,835	13,588	475	-	-	-	-	121,898
Ending Balance (Deficit)	595,320	16,831	5,386	-	-	-	-	617,537

Current detailed budget projection:

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	1,918,446	65,963	74,032	-	-	-	-	2,058,441
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	595,320	16,831	5,386	-	-	-	-	617,537
Ending Balance (Deficit)	1,080,775	20,074	10,928	-	-	-	-	1,111,776

Current detailed budget projection:

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	1,918,446	65,963	74,032	-	-	-	-	2,058,441
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,080,775	20,074	10,928	-	-	-	-	1,111,776
Ending Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016
Ending Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016
Ending Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016
Ending Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016
Ending Balance (Deficit)	1,566,229	23,316	16,470	-	-	-	-	1,606,016

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	60,000
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		60,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2018-19 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	36,898									36,898
Expenditures		36,898								36,898
Cumulative Balance	36,898	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2018-19 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	36,898								36,898
Expenditures		36,898							36,898
Cumulative Balance	36,898	-	-	-	-	-	-	-	-

Amended request

Description	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	36,898	23,102							60,000
Expenditures			30,000	30,000					60,000
Cumulative Balance	36,898	60,000	30,000	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: <input type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i> <input checked="" type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i>		
SECTION I: GENERAL INFORMATION		
SUPERIOR COURT: Click here to enter court <u>MONO</u>	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lester Perpall Hector Gonzalez CONTACT PERSON AND CONTACT INFO: Tammy Laframboise 760-923-2304	
DATE OF SUBMISSION: Click here to enter a date. 09/21/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 18-19 – FY 22-23	REQUESTED AMOUNT: \$45,000
REASON FOR REQUEST <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i> Technology <u>request to hold TCTF funds for</u> desktop computer replacement for all employees. The average lifespan of desktop computers is three to five years. While many computers can remain operational several years after their projected lifespan, the accumulation of files, software, and updates take a toll on the hardware. Mono replaced all desktop computers in FY 16-17, so they are getting close to the end of their lifespan. Due to our IT resources we are implementing a replacement plan of half of our hardware one year and the next half the subsequent year.		
SECTION II: AMENDED REQUEST CHANGES		
A. Identify sections and answers amended. SECTION I, TIME PERIOD COVERED BY THE REQUEST, SECTION II, SECTION IV. A TAB, B TAB, & SECTION IV.D TABS.		
B. Provide a summary of the changes to the request. A new Case Management System is being implemented in FY 20-21 so this project is going to be delayed by a fiscal year. Originally, this project was to take place during FY 20-21 through FY 21-22 but due to employee constraints it will take place during FY 21-22 through FY 22-23.		
SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE		
A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term. <u>Now that our court has filled all positions in our schedule 7A, we do not have the budget flexibility to expend the amount requested.</u> It would be difficult to fit this substantial amount of funding into our regular operational budget. Due to the volatility in the pricing of computer hardware, we are unable to encumber for that far in advance.		

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APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- A. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?_
- Having a replacement plan in place will assure that all staff will be able to perform their jobs more efficiently with newer equipment. Having older hardware for longer periods of time risks system failures.
- B. If a cost efficiency, please provide cost comparison (table template provided).
- C. Describe the consequences to the court's operations if the court request is not approved.
- The deputy clerks would not be able to perform their duties.
- D. Describe the consequences to the public and access to justice if the court request is not approved.
- See answers to A and C.
- E. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?_
- We believe that use of our own funding is preferable to requesting supplemental funding.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

- A. Three-year history of year-end fund balances, revenues, and expenditures
- SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. A TAB
- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf
- SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB
- C. Identification of all costs, by category and amount, needed to fully implement the project
- SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. C TAB
- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year
- SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. D TAB

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377						259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	233,692	37,878	-					271,570
Revenues	2,227,592	81,276	101,621					2,410,489
Expenditures	2,249,509	68,319	104,970					2,422,798
Operating Transfers In (Out)	(3,891)	542	3,349					-
Ending Fund Balance	207,884	51,377	-	-	-	-	-	259,261

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	162,304	25,025	-					187,329
Revenues	2,076,735	59,092	151,540					2,287,367
Expenditures	1,997,052	46,239	159,835					2,203,126
Operating Transfers In (Out)	(8,295)	-	8,295					-
Ending Fund Balance	233,692	37,878	-	-	-	-	-	271,570

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2018-19		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,149,604	10,547						2,160,151
Grants			98,533					98,533
Other Financing Sources	37,563	68,739						106,302
TOTAL REVENUES	2,187,168	79,286	98,533	-	-	-	-	2,364,987
EXPENDITURES								
Salaries	842,282	21,011	14,370					877,663
Staff Benefits	706,124	23,296	9,930					739,351
General Expense	91,455	700	8,676					100,831
Printing	1,265	48	436					1,748
Telecommunications	10,793	843	5,939					17,575
Postage	7,591	396	13					8,000
Insurance	2,108	-	-					2,108
Travel in State	3,285	5	1,533					4,823
Travel Out of State	-	-	-					-
Training	553		508					1,061
Security	327	32	295					655
Facilities Operations	15,351	1,198	11,705					28,255
Utilities	-	-	-					-
Contracted Services	240,595	10,687	42,353					293,635
Consulting and Professional Services - County Provided	40	-	-					40
Information Technology (IT)	154,537	7,476	2,196					164,210
Major Equipment	-	-	-					-
Other Items of Expense	2,287	3	104					2,393
Juror Costs	222							222
Other	520							520
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,079,333	65,698	98,058	-	-	-	-	2,243,089
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	107,835	13,588	475	-	-	-	-	121,898

Current detailed budget projection on court's behalf

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,286,833	12,646						2,299,479
Grants			102,411					102,411
Other Financing Sources	33,046	67,132						100,178
TOTAL REVENUES	2,319,879	79,778	102,411	-	-	-	-	2,502,068
EXPENDITURES								
Salaries	953,561	22,062	30,886					1,006,508
Staff Benefits	757,977	24,701	9,155					791,833
General Expense	105,212	840	7,792					113,844
Printing	938	-	-					938
Telecommunications	20,227	866	5,145					26,238
Postage	13,821	420	-					14,241
Insurance	2,422	-	-					2,422
Travel in State	16,097	-	1,155					17,252
Travel Out of State	-	-	-					-
Training	5,374	-	525					5,899
Security	936	-	-					936
Facilities Operations	21,694	1,260	8,731					31,685
Utilities								-
Contracted Services	607,918	10,391	44,100					662,409
Consulting and Professional Services - County Provided	17,157	-	-					17,157
Information Technology (IT)	142,382	7,665	525					150,572
Major Equipment	4,277	-	-					4,277
Other Items of Expense	3,452	-	315					3,767
Juror Costs	715	75						790
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,674,159	68,280	108,329	-	-	-	-	2,850,768
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	107,835	13,588	475	-	-	-	-	121,898
Ending Balance (Deficit)	(246,446)	25,086	(5,442)	-	-	-	-	(226,802)

Current detailed budget projection:

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,287,074	12,646						2,299,720
Grants			102,411					102,411
Other Financing Sources	33,046	67,132						100,178
TOTAL REVENUES	2,320,120	79,778	102,411	-	-	-	-	2,502,309
EXPENDITURES								
Salaries	977,400	23,165	32,430					1,032,994
Staff Benefits	776,927	25,936	9,613					812,476
General Expense	110,473	882	8,182					119,536
Printing	985	-	-					985
Telecommunications	21,239	910	5,402					27,550
Postage	14,512	441	-					14,953
Insurance	2,543	-	-					2,543
Travel in State	16,901	-	1,213					18,114
Travel Out of State	-	-	-					-
Training	5,643	-	551					6,194
Security	982	-	-					982
Facilities Operations	22,779	1,323	9,167					33,269
Utilities								-
Contracted Services	298,679	10,910	46,305					355,894
Consulting and Professional Services - County Provided	18,015	-	-					18,015
Information Technology (IT)	40,931	8,048	551					49,531
Major Equipment	4,490	-	-					4,490
Other Items of Expense	3,625	-	331					3,956
Juror Costs	751	75						826
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,316,874	71,690	113,745	-	-	-	-	2,502,309
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(246,446)	25,086	(5,442)	-	-	-	-	(226,802)
Ending Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)
Ending Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)
Ending Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)
Ending Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)
Ending Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)
Ending Balance (Deficit)	(243,200)	33,174	(16,776)	-	-	-	-	(226,802)

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	45,000
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		45,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2018-19 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	45,000								45,000
Expenditures		22,500	22,500						45,000
Cumulative Balance	45,000	22,500	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year


Original Request:

Description	FY 2018-19 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	45,000								45,000
Expenditures		22,500	22,500						45,000
Cumulative Balance	45,000	22,500	-	-	-	-	-	-	-

Amended request

Description	FY 2018-19 ▼	FY 2021-22 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	45,000								45,000
Expenditures		22,500	22,500						45,000
Cumulative Balance	45,000	22,500	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request: <input type="checkbox"/> NEW REQUEST <i>(Complete Section I, III, and IV only.)</i> <input checked="" type="checkbox"/> AMENDED REQUEST <i>(Complete Sections I through IV.)</i>		
SECTION I: GENERAL INFORMATION		
SUPERIOR COURT: Click here to enter court <u>MONO</u>	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Lester Perpall Hector Gonzalez CONTACT PERSON AND CONTACT INFO: Tammy Laframboise 760-923-2304	
DATE OF SUBMISSION: Click here to enter a date. 09/21/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: FY 18-19 – FY 22-23	REQUESTED AMOUNT: \$60,000
REASON FOR REQUEST <i>(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):</i> Request to hold TCTF funds for vehicle replacement of our 2012 Ford Escape. We consider a 10-year lifespan for a vehicle in the mountainous, winter driving environment of Mono County to be appropriate with regard to safety and reliability.		
SECTION II: AMENDED REQUEST CHANGES		
A. Identify sections and answers amended. SECTION I, REQUESTED AMOUNT, SECTION II, SECTION IV. A TAB, B TAB, C TAB & SECTION IV.D TABS. B. Provide a summary of the changes to the request. Now that the FY 19-20 has been finalized, the court would like to increase the original funds held request by \$20,000 to a total of \$60,000 to ensure that an appropriate winter vehicle will be able to be purchased when needed.		
SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE		
A. Explain why the request does not fit within the court's annual operational budget process and the three-year encumbrance term._ Now that our court has filled all positions in our schedule 7A, we do not have the budget flexibility to expend the amount requested. The courts oldest vehicle has approximately 47,000 miles on it so there are still several years of useful life which most likely will extend beyond the three-year encumbrance term. Once the court needs a new vehicle, we would like the funding to be available.		

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APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

- A. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?_

We have two day per week travel of employees to our Bridgeport courthouse that is 50 miles away, over two mountain passes. Without reliable transportation, we possibility would not be able to staff the courthouse.

- B. If a cost efficiency, please provide cost comparison (table template provided).

- C. Describe the consequences to the court's operations if the court request is not approved.

Limited access to the Court for geographically over half of the county.

- D. Describe the consequences to the public and access to justice if the court request is not approved.

See C above.

- E. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?_

We believe that use of our own funding is preferable to requesting supplemental funding.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (table template provided for each):

- A. Three-year history of year-end fund balances, revenues, and expenditures

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. A TAB

- B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. B TAB

- C. Identification of all costs, by category and amount, needed to fully implement the project

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. C TAB

- D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

SEE ATTACHED TCTF FUNDS HELD ON BEHALF TABLES TEMPLATE – FINAL, SEC. IV. D TAB

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project					
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2019-20	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	207,884	51,377	-					259,261
Revenues	2,425,616	83,488	80,716					2,589,820
Expenditures	2,048,974	69,687	80,716					2,199,377
Operating Transfers In (Out)								-
Ending Fund Balance	584,526	65,178	-	-	-	-	-	649,704

FY 2018-19	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	233,692	37,878						271,570
Revenues	2,227,592	81,276	101,621					2,410,489
Expenditures	2,249,509	68,319	104,970					2,422,798
Operating Transfers In (Out)	(3,891)	542	3,349					-
Ending Fund Balance	207,884	51,377	-	-	-	-	-	259,261

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	162,304	25,025	-					187,329
Revenues	2,076,735	59,092	151,540					2,287,367
Expenditures	1,997,052	46,239	159,835					2,203,126
Operating Transfers In (Out)	(8,295)	-	8,295					-
Ending Fund Balance	233,692	37,878	-	-	-	-	-	271,570

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2018-19		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,149,604	10,547						2,160,151
Grants			98,533					98,533
Other Financing Sources	37,563	68,739						106,302
TOTAL REVENUES	2,187,168	79,286	98,533	-	-	-	-	2,364,987
EXPENDITURES								
Salaries	842,282	21,011	14,370					877,663
Staff Benefits	706,124	23,296	9,930					739,351
General Expense	91,455	700	8,676					100,831
Printing	1,265	48	436					1,748
Telecommunications	10,793	843	5,939					17,575
Postage	7,591	396	13					8,000
Insurance	2,108	-	-					2,108
Travel in State	3,285	5	1,533					4,823
Travel Out of State	-	-	-					-
Training	553		508					1,061
Security	327	32	295					655
Facilities Operations	15,351	1,198	11,705					28,255
Utilities	-	-	-					-
Contracted Services	240,595	10,687	42,353					293,635
Consulting and Professional Services - County Provided	40	-	-					40
Information Technology (IT)	154,537	7,476	2,196					164,210
Major Equipment	-	-	-					-
Other Items of Expense	2,287	3	104					2,393
Juror Costs	222							222
Other	520							520
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,079,333	65,698	98,058	-	-	-	-	2,243,089
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)								-
Ending Balance (Deficit)	107,835	13,588	475	-	-	-	-	121,898

Current detailed budget projection on court's behalf

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,368,463	10,597						2,379,060
Grants			79,574					79,574
Other Financing Sources	35,438	58,609						94,046
TOTAL REVENUES	2,403,900	69,206	79,574	-	-	-	-	2,552,680
EXPENDITURES								
Salaries	879,965	20,040	14,776					914,782
Staff Benefits	532,203	15,912	8,968					557,083
General Expense	81,787	467	4,540					86,794
Printing	1,281	15	105					1,401
Telecommunications	12,246	857	4,404					17,506
Postage	27,457	375						27,832
Insurance	2,265							2,265
Travel in State	5,494		1,835					7,329
Travel Out of State	-							-
Training	4,706		431					5,137
Security	396	32	226					655
Facilities Operations	16,668	516	4,098					21,282
Utilities	-							-
Contracted Services	275,153	19,219	32,577					326,949
Consulting and Professional Services - County Provided	-							-
Information Technology (IT)	75,193	8,205	1,920					85,318
Major Equipment								-
Other Items of Expense	2,861							2,861
Juror Costs	769							769
Other	-	325	154					479
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment	(2,031)		631					(1,400)
TOTAL EXPENDITURES	1,916,415	65,963	74,663	-	-	-	-	2,057,041
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	107,835	13,588	475	-	-	-	-	121,898
Ending Balance (Deficit)	595,320	16,831	5,386	-	-	-	-	617,537

Current detailed budget projection:

	FY 2022-23		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	2,011,737	12,646						2,024,383
Grants			102,411					102,411
Other Financing Sources	33,046	67,132						100,178
TOTAL REVENUES	2,044,783	79,778	102,411	-	-	-	-	2,226,972
EXPENDITURES								
Salaries	1,001,835	24,323	34,052					1,060,209
Staff Benefits	796,350	27,233	10,093					833,676
General Expense	115,996	926	8,591					125,513
Printing	1,034	-	-					1,034
Telecommunications	22,300	955	5,672					28,928
Postage	15,238	463	-					15,701
Insurance	2,671	-	-					2,671
Travel in State	17,746	-	1,273					19,020
Travel Out of State	-	-	-					-
Training	5,925	-	579					6,504
Security	1,031	-	-					1,031
Facilities Operations	23,918	1,389	9,626					34,932
Utilities								-
Contracted Services	-	11,456	48,620					60,076
Consulting and Professional Services - County Provided	18,916	-	-					18,916
Information Technology (IT)	-	8,451	579					9,029
Major Equipment	4,715	-	-					4,715
Other Items of Expense	3,806	-	347					4,154
Juror Costs	788	75						863
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	2,032,269	75,271	119,432	-	-	-	-	2,226,972
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	595,320	16,831	5,386	-	-	-	-	617,537
Ending Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537
Ending Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537
Ending Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537
Ending Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537
Ending Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537
Ending Balance (Deficit)	607,834	21,338	(11,635)	-	-	-	-	617,537

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	
910000	Staff Benefits	
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	
936000	Utilities	
938000	Contracted Services	
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	60,000
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		60,000

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2018-19 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000									40,000
Expenditures		40,000								40,000
Cumulative Balance	40,000	-	-	-	-	-	-	-	-	-

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2018-19 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000								40,000
Expenditures		40,000							40,000
Cumulative Balance	40,000	-	-	-	-	-	-	-	-

Amended request

Description	FY 2018-19 ▼	FY 2019-20 ▼	FY 2022-23 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	40,000	20,000							60,000
Expenditures			60,000						60,000
Cumulative Balance	40,000	60,000	-	-	-	-	-	-	-

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

Please check the type of request:

- NEW REQUEST** *(Complete Section I, III, and IV only.)*
- AMENDED REQUEST** *(Complete Sections I through IV.)*



SECTION I: GENERAL INFORMATION

SUPERIOR COURT: Tehama	PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> Kevin Harrigan, CEO	
	CONTACT PERSON AND CONTACT INFO: Angie Kiefer, CFO (530) 527-7163	
DATE OF SUBMISSION: 9/15/2020	TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: JULY 1, 2018-JUNE 30, 2022	REQUESTED AMOUNT: \$703,876.

REASON FOR REQUEST *(Please briefly summarize the purpose for this request, including a brief description of the project/proposal. Use attachments if additional space is needed.):*

In support of Tehama Superior Court’s long-term business objectives, cost savings measures, and technology goals, this application is submitted to have funds in the amount of \$703,876 held on its behalf. The contribution to these projects in fiscal year 19-20 is \$217,950. The total amount associated with the two projects listed below far exceed our 3% cap on fund balance (approximately \$170k). Those projects are:

Case management system improvement – Tehama Superior Court entered into a contract with Tyler Technologies, Inc. for Support Account Manager (SAM) services to enhance court operations through more effective and efficient use of the case management system. The project is now estimated to cost \$300,000 and is intended to deliver dedicated and customized services needed to expedite the implementation and utilization of various functionality and interfaces.

Records destruction and scanning project - The Court has accumulated a large volume of files over many years and would like to execute a plan to help modernize its records storage practices. This project will require some staff time, the use of a third-party vendor, and some new equipment in order to be fully completed. The total dollar amount associated with this endeavor is now estimated to be \$403,876.

SECTION II: AMENDED REQUEST CHANGES

A. Identify sections and answers amended.

The dollar amounts in Section I (above) have been increased by a total of \$217,950 when compared to the previously approved application. If approved, the increased amount will be added to the funds available for the records destruction and scanning project.

B. Provide a summary of the changes to the request.

The overall dollar amount of the previously approved request was \$485,926. This application seeks to increase the total by \$217,950 at the end of FY19-20, for a total amount of \$703,876. The records destruction and scanning project is in need of additional funds to be completed. There are no other changes being requested as part of this amended application.

SECTION III: TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

A. Explain why the request does not fit within the court’s annual operational budget process and the three-year encumbrance term.

The costs associated with each of these projects initially only made possible through the use of one-time monies available at the end of FY17-18. It was previously determined that one-time monies would be available for the

case management system improvement project which is why the Court entered into a contractual agreement and encumbered the associated funds. Given that the project will did not begin until October 2018, it has been determined that the utilization of this process (TCTF Funds Held On Behalf) would be the most appropriate way to account for, and set aside the monies.

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT (Continued)

SECTION III (continued): TRIAL COURT OPERATIONS AND ACCESS TO JUSTICE

B. How will the request enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs?

More effective use of our case management system should provide enhanced functionality, allow for staff efficiencies, as well as more timely and enhanced access to case information for justice partners and court users.

The records destruction and scanning project will modernize records storage methods and allow for case files to be more accessible.

C. If a cost efficiency, please provide cost comparison (table template provided). Staff time saved as a result of the case management system efficiencies will allow us to direct them towards other workload that requires attention. The records destruction and scanning project will allow the Court to eliminate the need to lease storage units, reduce staff time required to retrieve files, and reduce wait times for the public to gain access to case files.

D. Describe the consequences to the court's operations if the court request is not approved.

Both projects are intended to better serve the public with more efficient operations through the better utilization of technology. That progress would be delayed and/or not possible as a result.

E. Describe the consequences to the public and access to justice if the court request is not approved.

See answer D above.

F. What alternatives has the court identified if the request is not approved, and why is holding funding in the TCTF the preferred alternative?

The Court will always strive to provide and improve access to justice through efficient court operations. If the request is not approved, the Court will need to postpone the projects until sufficient funding is available. However, the current application to have funds held on our behalf is the most viable option to make these improvements to our operation.

SECTION IV: FINANCIAL INFORMATION

Please provide the following (*table template provided for each*):

A. Three-year history of year-end fund balances, revenues, and expenditures

See attached.

B. Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the court's behalf

See attached. **Sec. IV.B has been amended to include FY 21-22.**

C. Identification of all costs, by category and amount, needed to fully implement the project

See attached. **Sec. IV.C has been amended to include the increase of \$217,950.**

D. A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year

See attached. **Sec. IV.D Amended Requests tab has been completed to increase the amount to be held by \$217,950, for a total amount of \$703,876.**

If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Proposed Project		Amount	Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)				
900000	Salaries				
910000	Staff Benefits				
920001	General Expense				
924000	Printing				
925000	Telecommunications				
926000	Postage				
928000	Insurance				
929000	Travel in State				
931000	Travel Out of State				
933000	Training				
934000	Security				
935000	Facilities Operations				
936000	Utilities				
938000	Contracted Services				
940000	Consulting and Professional Services - County Provided				
943000	Information Technology (IT)				
945000	Major Equipment				
950000	Other Items of Expense				
972000	Other				
973000	Debt Service				
983000	Court Construction				
990000	Distributed Administration & Allocation				
Net Revenue (Expense)		-	-	-	-

Cumulative Cost Savings	-	-	-	-
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If a cost efficiency, please provide cost comparison

Status Quo		Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Proposed Project		Amount	Amount	Amount
GL Account	Description	Amount	Amount	Amount
N/A	Dedicated Revenue Stream (if applicable)			
900000	Salaries			
910000	Staff Benefits			
920001	General Expense			
924000	Printing			
925000	Telecommunications			
926000	Postage			
928000	Insurance			
929000	Travel in State			
931000	Travel Out of State			
933000	Training			
934000	Security			
935000	Facilities Operations			
936000	Utilities			
938000	Contracted Services			
940000	Consulting and Professional Services - County Provided			
943000	Information Technology (IT)			
945000	Major Equipment			
950000	Other Items of Expense			
972000	Other			
973000	Debt Service			
983000	Court Construction			
990000	Distributed Administration & Allocation			
Net Revenue (Expense)		-	-	-

Cumulative Cost Savings	-	-	-
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Prior three-year history of year-end fund balances, revenues, and expenditures

FY 2015-16	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	657,417	82,237	-					739,655
Revenues	4,817,544	120,906	405,121					5,343,571
Expenditures	4,523,080	92,371	422,702					5,038,152
Operating Transfers In (Out)	(17,581)		17,581					-
Ending Fund Balance	934,301	110,772	0	-	-	-	-	1,045,073

FY 2016-17	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	934,301	110,772	-					1,045,073
Revenues	4,418,691	104,783	552,081					5,075,555
Expenditures	4,496,332	70,659	601,980					5,168,970
Operating Transfers In (Out)	(49,899)		49,899					-
Ending Fund Balance	806,762	144,897	-	-	-	-	-	951,659

FY 2017-18	FUNDS							
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
Beginning Balance	806,762	144,897	-					951,659
Revenues	4,706,213	63,113	224,120					4,993,445
Expenditures	4,763,502	30,886	246,375					5,040,763
Operating Transfers In (Out)	(22,634)	379	22,256					-
Ending Fund Balance	726,838	177,503	-	-	-	-	-	904,341

Current detailed budget projections for the fiscal years the trial court would either be contributing to or receiving distributions from the TCTF fund balance held on the cc

	FY 2017-18		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	4,544,027	30,320						4,574,347
Grants			224,120					224,120
Other Financing Sources	162,185	32,793						194,978
TOTAL REVENUES	4,706,212	63,113	224,120	-	-	-	-	4,993,445
EXPENDITURES								
Salaries	2,349,762	12,268	91,470					2,453,500
Staff Benefits	1,255,049	8,012	39,530					1,302,591
General Expense	118,983		342					119,325
Printing	6,692		53					6,745
Telecommunications	69,138							69,138
Postage	47,256							47,256
Insurance	6,607							6,607
Travel in State	6,786		3,462					10,248
Travel Out of State								-
Training	975		555					1,530
Security	490							490
Facilities Operations	112,341							112,341
Utilities								-
Contracted Services	644,483	5,500	86,867					736,850
Consulting and Professional Services - County Provided	26,439							26,439
Information Technology (IT)	114,790							114,790
Major Equipment	24,400							24,400
Other Items of Expense	1,339							1,339
Juror Costs	7,173							7,173
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(29,201)	5,105	24,096					(0)
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	4,763,502	30,885	246,375	-	-	-	-	5,040,762
Operating Transfers In (Out)	(22,634)	379	22,256					0
Fund Balance (Deficit)								
Beginning Balance (Deficit)	806,762	144,897	(1)					951,658
Ending Balance (Deficit)	726,838	177,503	-	-	-	-	-	904,341

Current detailed budget projection on court's behalf

	FY 2018-19		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	5,147,546	35,202						5,182,747
Grants			203,832					203,832
Other Financing Sources	163,790	30,719						194,509
TOTAL REVENUES	5,311,335	65,921	203,832	-	-	-	-	5,581,088
EXPENDITURES								
Salaries	2,530,736	11,991	87,716					2,630,443
Staff Benefits	1,425,965	8,883	48,504					1,483,352
General Expense	186,544		2,139					188,683
Printing	14,213		-					14,213
Telecommunications	43,636							43,636
Postage	18,979							18,979
Insurance	3,930							3,930
Travel in State	4,817		3,879					8,696
Travel Out of State	-							-
Training	3,143		670					3,813
Security	420							420
Facilities Operations	128,668							128,668
Utilities	-							-
Contracted Services	724,899	5,750	61,184					791,833
Consulting and Professional Services - County Provided	28,510							28,510
Information Technology (IT)	415,085							415,085
Major Equipment	90,570							90,570
Other Items of Expense	1,172							1,172
Juror Costs	2,603							2,603
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(33,139)	5,895	27,244					-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	5,590,751	32,518	231,336	-	-	-	-	5,854,606
Operating Transfers In (Out)	(29,303)	1,799	27,504					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	726,838	177,503	-	-	-	-	-	904,341
Ending Balance (Deficit)	418,119	212,705	-	-	-	-	-	630,824

Current detailed budget projection:

	FY 2019-20		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	5,628,123	33,084						5,661,207
Grants			199,535					199,535
Other Financing Sources	169,775	168,206						337,981
TOTAL REVENUES	5,797,897	201,290	199,535	-	-	-	-	6,198,722
EXPENDITURES								
Salaries	2,570,551	41,728	93,327					2,705,606
Staff Benefits	1,510,589	12,533	52,705					1,575,827
General Expense	114,343		429					114,772
Printing	8,934		145					9,079
Telecommunications	42,349							42,349
Postage	33,168							33,168
Insurance	6,560							6,560
Travel in State	1,753		3,341					5,094
Travel Out of State	-							-
Training	2,356		565					2,921
Security	350							350
Facilities Operations	125,861							125,861
Utilities	-							-
Contracted Services	700,620	106,674	50,172					857,466
Consulting and Professional Services - County Provided	27,780							27,780
Information Technology (IT)	259,958							259,958
Major Equipment	40,667							40,667
Other Items of Expense	827							827
Juror Costs	239							239
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(36,660)	7,454	29,206					0
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	5,410,245	168,388	229,892	-	-	-	-	5,808,525
Operating Transfers In (Out)	(32,778)	2,421	30,357					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	418,119	212,705	-	-	-	-	-	630,824
Ending Balance (Deficit)	772,993	248,028	-	-	-	-	-	1,021,021

Current detailed budget projection:

	FY 2020-21		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	5,636,937	33,084						5,670,021
Grants			199,535					199,535
Other Financing Sources	169,775	168,206						337,981
TOTAL REVENUES	5,806,711	201,290	199,535	-	-	-	-	6,207,536
EXPENDITURES								
Salaries	2,690,957	41,728	93,327					2,826,012
Staff Benefits	1,688,419	12,533	52,705					1,753,657
General Expense	64,151		429					64,580
Printing	11,855		145					12,000
Telecommunications	43,520							43,520
Postage	2,000							2,000
Insurance	8,900							8,900
Travel in State	4,659		3,341					8,000
Travel Out of State								-
Training	7,435		565					8,000
Security	420							420
Facilities Operations	126,720							126,720
Utilities								-
Contracted Services	899,032	106,674	50,172					1,055,878
Consulting and Professional Services - County Provided	40,585							40,585
Information Technology (IT)	347,053							347,053
Major Equipment	-							-
Other Items of Expense	800							800
Juror Costs	7,500							7,500
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(36,660)	7,454	29,206					(0)
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	5,907,345	168,388	229,892	-	-	-	-	6,305,625
Operating Transfers In (Out)	(32,778)	2,421	30,357					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	772,993	248,028	-	-	-	-	-	1,021,021
Ending Balance (Deficit)	639,581	283,351	0	-	-	-	-	922,932

Current detailed budget projection:

	FY 2021-22		FUNDS					
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources	5,636,937	33,084						5,670,021
Grants			199,535					199,535
Other Financing Sources	169,775	168,206						337,981
TOTAL REVENUES	5,806,712	201,290	199,535	-	-	-	-	6,207,537
EXPENDITURES								
Salaries	2,690,957	41,728	93,327					2,826,012
Staff Benefits	1,688,419	12,533	52,705					1,753,657
General Expense	64,151		429					64,580
Printing	11,855		145					12,000
Telecommunications	43,520							43,520
Postage	2,000							2,000
Insurance	8,900							8,900
Travel in State	4,659		3,341					8,000
Travel Out of State								-
Training	7,435		565					8,000
Security	420							420
Facilities Operations	126,720							126,720
Utilities								-
Contracted Services	899,032	106,674	50,172					1,055,878
Consulting and Professional Services - County Provided	40,585							40,585
Information Technology (IT)	347,053							347,053
Major Equipment	-							-
Other Items of Expense	800							800
Juror Costs	7,500							7,500
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation	(36,660)	7,454	29,206					-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	5,907,345	168,389	229,891	-	-	-	-	6,305,625
Operating Transfers In (Out)	(32,778)	2,421	30,357					-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	639,581	283,351	0	-	-	-	-	922,932
Ending Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844
Ending Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844
Ending Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844

Current detailed budget projection:

	Select Fiscal Year	FUNDS						
Description	General	Special Revenue Non-Grant	Special Revenue Grant	Capital Projects	Debt Service	Proprietary	Fiduciary	TOTAL
REVENUES								
State Financing Sources								-
Grants								-
Other Financing Sources								-
TOTAL REVENUES	-	-	-	-	-	-	-	-
EXPENDITURES								
Salaries								-
Staff Benefits								-
General Expense								-
Printing								-
Telecommunications								-
Postage								-
Insurance								-
Travel in State								-
Travel Out of State								-
Training								-
Security								-
Facilities Operations								-
Utilities								-
Contracted Services								-
Consulting and Professional Services - County Provided								-
Information Technology (IT)								-
Major Equipment								-
Other Items of Expense								-
Juror Costs								-
Other								-
Debt Service								-
Court Construction								-
Distributed Administration & Allocation								-
Prior Year Expense Adjustment								-
TOTAL EXPENDITURES	-	-	-	-	-	-	-	-
Operating Transfers In (Out)								-
Fund Balance (Deficit)								
Beginning Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844
Ending Balance (Deficit)	506,171	318,673	0	-	-	-	-	824,844

Identification of all costs, by category and amount, needed to fully implement the project

Expenses Category		Amount
GL Account	Description	
900000	Salaries	124,305
910000	Staff Benefits	24,000
920001	General Expense	
924000	Printing	
925000	Telecommunications	
926000	Postage	
928000	Insurance	
929000	Travel in State	
931000	Travel Out of State	
933000	Training	
934000	Security	
935000	Facilities Operations	10,800
936000	Utilities	
938000	Contracted Services	534,150
940000	Consulting and Professional Services - County Provided	
943000	Information Technology (IT)	
945000	Major Equipment	10,621
950000	Other Items of Expense	
972000	Other	
973000	Debt Service	
983000	Court Construction	
990000	Distributed Administration & Allocation	
Total		703,876

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	326,538								326,538
Expenditures		175,000	151,538						326,538
Cumulative Balance	326,538	151,538	0	0	0	0	0	0	0

A specific funding and expenditure schedule identifying the amounts related to the proposal to be contributed and expended, by fiscal year

Original Request:

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	325,621	160,305							485,926
Expenditures		100,790	224,831	160,305					485,926
Cumulative Balance	325,621	385,136	160,305	-	-	-	-	-	-

Amended request

Description	FY 2017-18 ▼	FY 2018-19 ▼	FY 2019-20 ▼	FY 2020-21 ▼	FY 2021-22 ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Select Fiscal Year ▼	Total
Contribution	325,621	160,305	217,950						703,876
Expenditures		100,790	130,941	254,195	217,950				703,876
Cumulative Balance	325,621	385,136	472,145	217,950	-	-	-	-	-

Summary of Recommended Process, Criteria, and Required Information for Trial Court Trust Fund Fund Balance Held on Behalf of the Courts

Recommended Process for Trial Court Trust Fund Fund Balance Held on Behalf of the Courts

1. Trial Court Trust Fund fund balance will be held on behalf of trial courts only for expenditures or projects that cannot be funded by a court's annual budget or three-year encumbrance term and that require multiyear savings to implement.
 - a. Categories or activities include, but are not limited to:
 - i) Projects that extend beyond the original planned three-year term process such as expenses related to the delayed opening of new facilities or delayed deployment of new information systems;
 - ii) Technology improvements or infrastructure such as installing a local data center, data center equipment replacement, case management system deployment, converting to a VoIP telephone system, desktop computer replacement, and replacement of backup emergency power systems;
 - iii) Facilities maintenance and repair allowed under rule 10.810 of the California Rules of Court such as flooring replacement and renovation as well as professional facilities maintenance equipment;
 - iv) Court efficiencies projects such as online and smart forms for court users and RFID systems for tracking case files; and
 - v) Other court infrastructure projects such as vehicle replacement and copymachine replacement.
2. The submission, review, and approval process is as follows:
 - a. All requests will be submitted to the Judicial Council for consideration.
 - b. Requests will be submitted to the *director of Budget Services* by the court's presiding judge or court executive officer.
 - c. *Budget Services* staff will review the request, ask the court to provide any missing or incomplete information, draft a preliminary report, share the preliminary report with the court for its comments, revise as necessary, and issue the report to the *Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee (TCBAC)*; the *subcommittee* will meet to review the request, hear any presentation of the court representative, and ask questions of the representative if one participates on behalf of the court; and *Budget Services* office staff will issue a final report on behalf of the *subcommittee* for the council.
 - d. The final report to the *subcommittee* and the Judicial Council will be provided to the requesting court before the report is made publicly available on the California Courts website.
 - e. The court may send a representative to the *subcommittee* and Judicial Council meetings to present its request and respond to questions.

3. To be considered at a scheduled Judicial Council business meeting, requests must be submitted to the *director of Budget Services* at least 40 business days (approximately eight weeks) before that business meeting.
4. The Judicial Council may consider including appropriate terms and conditions that courts must accept for the council to approve designating TCTF fund balance on the court's behalf.
 - a. Failure to comply with the terms and conditions would result in the immediate change in the designation of the related TCTF fund balance from restricted to unrestricted and no longer held on behalf of the court unless the council specifies an alternative action.
5. Approved requests that courts subsequently determine need to be revised to reflect a change (1) in the amounts by year to be distributed to the court for the planned annual expenditures and/or encumbrances, (2) in the total amount of the planned expenditures, or (3) of more than 10 percent of the total request among the categories of expense will need to be amended and resubmitted following the submission, review, and approval process discussed in 1–3 above.
 - a. Denied revised requests will result in the immediate change in the designation of the related TCTF fund balance from restricted to unrestricted and no longer held on behalf of the court unless the council specifies an alternative action.
6. Approved requests that courts subsequently determine have a change in purpose will need to be amended and resubmitted following the submission, review, and approval process discussed in 1–3 above, along with a request that the TCTF funds held on behalf of the court for the previously approved request continue to be held on behalf of the court for this new purpose.
 - a. Denied new requests tied to previously approved requests will result in the immediate change in the designation of the related TCTF fund balance from restricted to unrestricted and no longer held on behalf of the court unless the council specifies an alternative action.
7. On completion of the project or planned expenditure, courts are required to report to the Trial Court Budget Advisory Committee within 90 days on the project or planned expenditure and how the funds were expended.
8. As part of the courts' audits in the scope of the normal audit cycle, a review of any funds that were held on behalf of the courts will be made to confirm that they were used for their stated approved purpose.

Recommended Criteria for Eligibility for TCTF Fund Balance Held on Behalf of the Courts

TCTF fund balance will be held on behalf of the trial courts only for expenditures or projects that cannot be funded by the court's annual budget or three-year encumbrance term and that require multiyear savings to implement.

Recommended Information Required to Be Provided by Trial Courts for TCTF Fund Balance Held on Behalf of the Courts

Below is the information required to be provided by trial courts on the *Application for TCTF Funds Held on Behalf of the Court*:

SECTION I

General Information

- Superior court
- Date of submission
- Person authorizing the request
- Contact person and contact information
- Time period covered by the request (includes contribution and expenditure)
- Requested amount
- A description providing a brief summary of the request

SECTION II

Amended Request Changes

- Sections and answers amended
- A summary of changes to request

SECTION III

Trial Court Operations and Access to Justice

- An explanation as to why the request does not fit within the court's annual operational budget process and the three-year encumbrance term
- A description of how the request will enhance the efficiency and/or effectiveness of court operations, and/or increase the availability of court services and programs
- If a cost efficiency, cost comparison (*table template provided*)
- A description of the consequences to the court's operations if the court request is not approved
- A description of the consequences to the public and access to justice if the court request is not approved
- The alternatives that the court has identified if the request is not approved, and the reason why holding funding in the TCTF is the preferred alternative

SECTION IV

Financial Information

- Three-year history of year-end fund balances, revenues, and expenditures (*table template provided*)
- Current detailed budget projections for the fiscal years during which the trial court would either be contributing to the TCTF fund balance held on the court's behalf or receiving distributions from the TCTF fund balance held on the court's behalf (*table template provided*)
- Identification of all costs, by category and amount, needed to fully implement the project (*table template provided*)
- A specific funding and expenditure schedule identifying the amounts to be contributed and expended, by fiscal year (*table template provided*)