

ANNUAL BUDGET: JULY 1, 2020 – JUNE 30, 2021

BUDGET OVERVIEW

	<u>FY 2020/2021</u>	<u>FY 2019/2020</u>	<u>DIFFERENCE</u>	<u>%</u>
Reserves from Prior Year	\$7,500,000	\$6,500,000	\$1,000,000	
Current Allocation	\$24,900,000	\$25,200,000	(\$300,000)	
Diversified Revenue	\$1,600,000	\$800,000	\$800,000	
Available Revenue	\$34,000,000	\$32,500,000	\$1,500,000	
Planned Reserves For FY 20 - 21	(\$2,500,000)	(\$2,300,000)	(\$200,000)	
Total Budget	\$31,500,000	\$30,200,000	\$1,300,000	4.3%

DIVERSIFIED REVENUE

UNRESTRICTED REVENUE

REVENUE		BUDGET
Unrestricted Balance As of May 2020	\$	874,543
Additional Revenue - June 2020	\$	25,000
*Ticket to Work Projected Revenue (Rounded)	\$	300,000
TOTAL PROJECTED REVENUE	\$	1,199,543
EXPENDITURES		
Business Service/Community Relations Activities/Incidentals, and Advocacy	\$	130,000
Ticket to Work- Staff and OH Cost (1FTE)	\$	120,000
TOTAL PROJECTED EXPENDITURES	\$	250,000
PROJECTED BALANCE AT 06/30/20 - (ROUNDED)	\$	950,000

Earmark \$130K of discretionary funds for activities that align with CSCF's business strategy which are not allowed under grant funding.

RESTRICTED REVENUE

REVENUE		BUDGET
*TOTAL PROJECTED REVENUE	\$	1,300,000
Funding sources include grants, municipalities, business investments and sponsorships		

* Diversified Revenue

➤ Ticket to Work Projected Revenue + Total Projected Revenue = \$1,600,000

CSCF BUDGET ALLOCATION: FULL YEAR 2020 – 2021

\$31.5M

Budget Allocations	Budget	% of Expenditure
Talent Solutions - Engage the Talent Pool		
Talent Solution Consultants	9,594,543	
Staff Development (CareerSourcers)	355,000	
Career Seekers Support & Incentives	1,000,000	
Facilities, Maintenance & Related Cost	2,106,000	
Total Talent Solutions - Engage the Talent Pool	13,055,543	41.4%
Talent Solutions – Implement Talent Solutions		
Business Consultants	1,574,211	
Training Investment	10,400,000	
Contracted Services	350,000	
Facilities, Maintenance & Related Cost	332,000	
Total Talent Solutions - Implement Talent Solutions	12,656,211	40.2%
Staff Supporting Operations	3,236,246	10.3%
Strategic Communications	450,000	1.4%
Facilities, Maintenance & Related Cost	462,000	1.5%
G&A External Service Delivery Contracts	440,000	1.4%
IT Cost/Network Expenses	1,200,000	3.8%
TOTAL EXPENDITURES	31,500,000	100.0%

TALENT SOLUTIONS	
\$25,711,754	81.6%

GENERAL & ADMIN COST	
\$5,788,246	18.4%

CSCF BUDGET ALLOCATION: YEAR-OVER-YEAR COMPARISON

Budget Allocations

	FY 2020/2021	FY 2019/2020	DIFFERENCE	%
Talent Solutions - Engage the Talent Pool				
Talent Solutions Consultants	9,594,543	9,330,000	264,543	
Staff Development (Career Sourcers)	355,000	355,000	-	
Career Seekers Support & Incentives	1,000,000	500,000	500,000	
Facilities, Maintenance & Related Cost	2,106,000	1,925,874	180,126	
Total Talent Solutions - Engage the Talent Pool	13,055,543	12,110,874	944,669	7.8%
Talent Solutions - Analyze the Business				
Business Consultants	1,574,211	1,545,000	29,211	
Training Investment	10,400,000	10,000,000	400,000	
Contracted Services	350,000	500,000	(150,000)	
Facilities, Maintenance & Related Cost	332,000	369,126	(37,126)	
Total Talent Solutions - Analyze the Business	12,656,211	12,414,126	242,085	2.0%
Staff Supporting Operations	3,236,246	3,180,000	56,246	
Strategic Communications	450,000	450,000	-	
Facilities, Maintenance & Related Cost	462,000	405,000	57,000	
G&A External Service Delivery Contracts	440,000	440,000	-	
IT Cost/Network Expenses	1,200,000	1,200,000	-	
TOTAL EXPENDITURES	31,500,000	30,200,000	1,300,000	4.3%

TALENT SOLUTIONS COST	
FY 2019/2020	FY 2019/2020
\$ 24,125,000	\$ 24,525,000
81.6%	81.2%

GENERAL & ADMIN COST	
FY 2019/2020	FY 2019/2020
\$ 5,375,000	\$ 5,675,000
18.4%	18.8%

BUDGET ADJUSTMENT

Reserves from Prior Year
Current Allocation (DEO)
Orange County – Help is Here
Diversified Revenue
Available Revenue
Planned Reserves For FY 20 - 21
Total Budget

<u>FY 2020/2021</u>	<u>FY 2019/2020</u>	<u>DIFFERENCE</u>	<u>%</u>
\$7,500,000	\$6,500,000	\$1,000,000	
\$24,900,000	\$25,200,000	(\$300,000)	
\$7,000,000	---	\$7,000,000	
\$1,600,000	\$800,000	\$800,000	
\$41,000,000	\$32,500,000	\$8,500,000	
(\$2,500,000)	(\$2,300,000)	(\$200,000)	
\$38,500,000	\$30,200,000	\$7,300,000	24.2%

ORANGE COUNTY HELP IS HERE BUDGET

Project: "Economic Recovery through Workforce Solutions"					
Funder: Orange County					
Budget Created: 06-01-20					
FUNDING REQUEST					
\$7Million					
	Total	% of Cost			
CATEGORY	Cost	By Category			Description
Career Development Services	\$ 5,800,000				Funding will provide a range of career-development services to 4,000 Orange County residents who have experienced job loss/separation as a result of COVID19.
Total Scholarship Cost	\$ 5,800,000	82.9%			
Career Counselors Staffing Cost	\$ 775,000				1 Program Director for 6 months @ an annual salary of \$65,000 (plus taxes and benefits) and 25 Career Counselors for 6 months @ an average annual salary of \$45,000 (plus taxes & benefits)
Total Staffing Cost	\$ 775,000	11.1%		93.9%	DIRECT TRAINING SUPPORT
Direct Allocated Cost	\$ 85,000				Direct allocated cost are cost objectives allocated based on staff charges. This includes cost such as facility, IT network, and supplies.
Total General and OH Cost	\$ 85,000	1.2%			
Indirect Cost Rate (Estimated at 8.5%)	\$ 340,000				Indirect Cost Rate captures administrative and support payroll cost, as well as other administrative indirect charges such as, audit, and professional Human Resource fees.
Total Indirect Cost	\$ 340,000	4.9%		6.1%	GENERAL AND ADMIN COST
Total Proposed Cost	\$ 7,000,000	100.0%			

CSCF BUDGET ALLOCATION: FULL YEAR 2020 – 2021

\$38.5M

Budget Allocations

	Budget	% of Expenditure
Talent Solutions - Engage the Talent Pool		
Talent Solutions Consultants	10,094,543	
Staff Development (Career Sourcers)	355,000	
Career Seekers Support & Incentives	1,000,000	
Facilities, Maintenance & Related Cost	2,106,000	
Total Talent Solutions - Engage the Talent Pool	13,555,543	35.2%

Talent Solutions - Analyze the Business		
Business Consultants	1,849,211	
Training Investment	16,200,000	
Contracted Services	350,000	
Facilities, Maintenance & Related Cost	757,000	
Total Talent Solutions - Analyze the Business	19,156,211	49.8%

Staff Supporting Operations	3,236,246	8.4%
Strategic Communications	450,000	1.2%
Facilities, Maintenance & Related Cost	462,000	1.2%
G&A External Service Delivery Contracts	440,000	1.1%
IT Cost/Network Expenses	1,200,000	3.1%
TOTAL EXPENDITURES	38,500,000	100.0%

TALENT SOLUTIONS	
\$32,711,754	85.0%

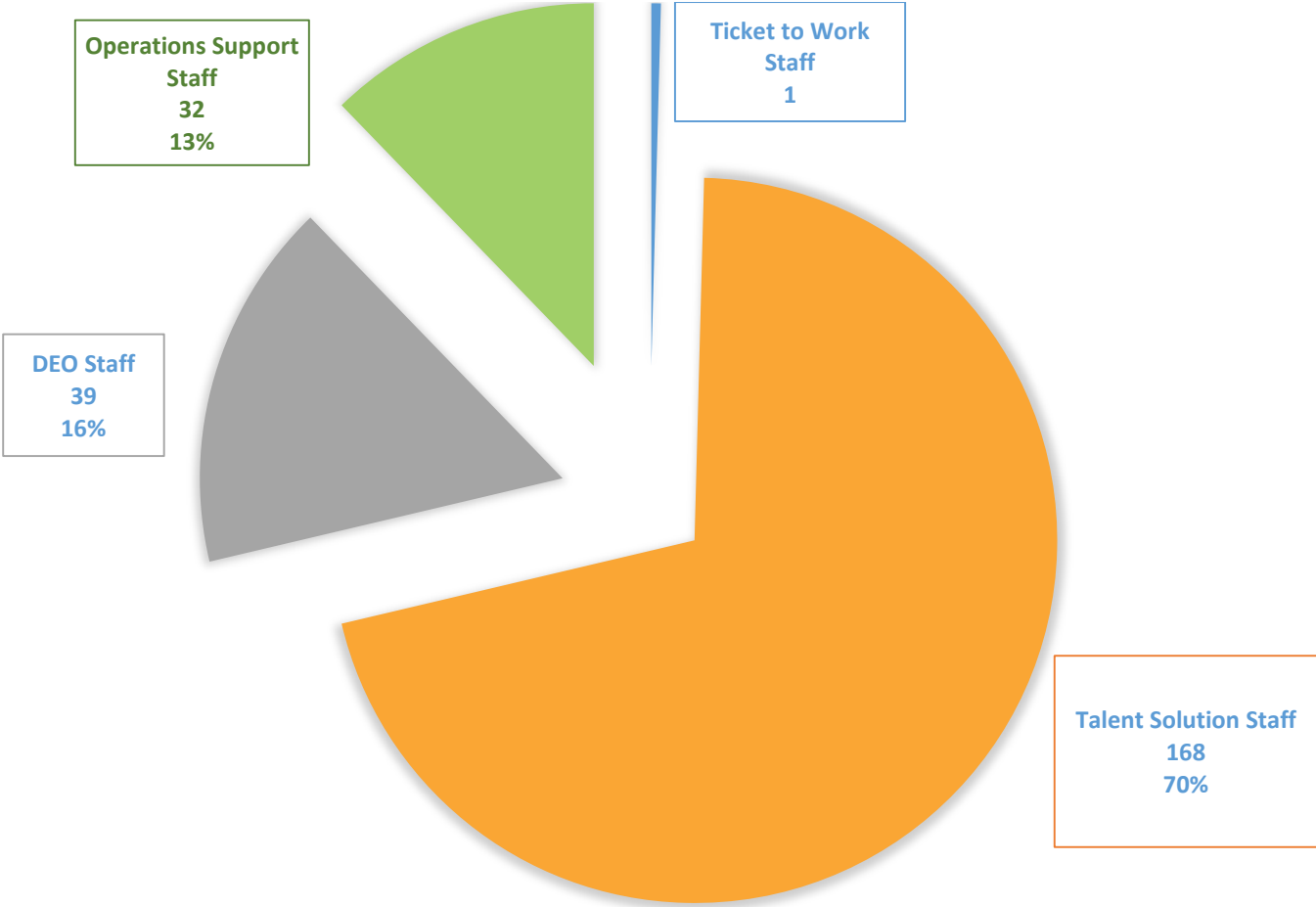
GENERAL & ADMIN COST	
\$5,788,246	15.0%

[RETURN TO AGENDA](#)



CSCF STAFF BREAKDOWN

\$14.4M



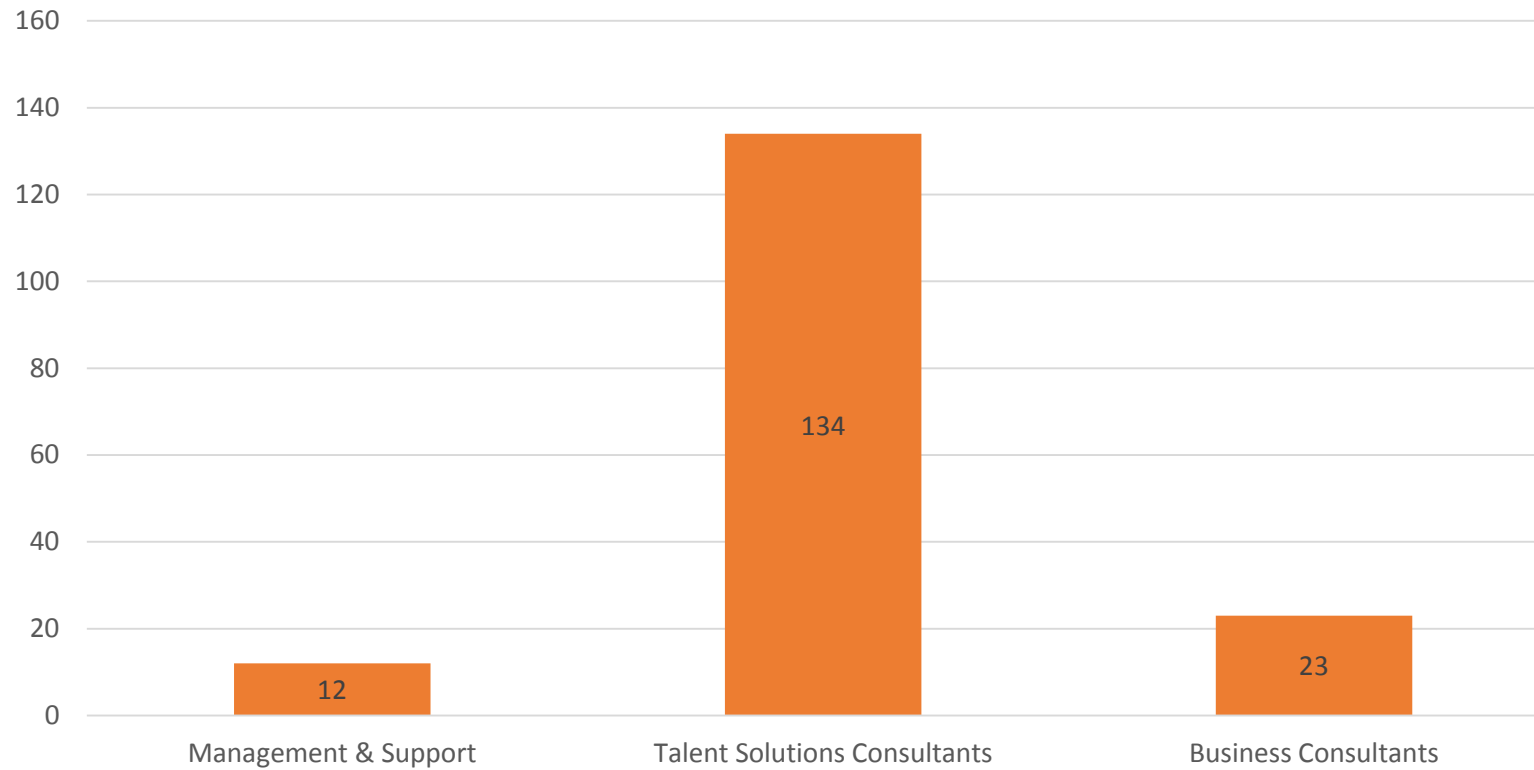
Talent Solution Consultants	\$9.6M
Business Consultants	\$1.6M
Staff Supporting Operations	<u>\$3.2M</u>
Total Staffing Cost	\$14.4M

- Proposed Budget for Salaries Reflects a 3% Merit Increase
- Total Amount Awarded for Merits Will Not Exceed 3% of Salaries
- Merit Increases are Awarded Based Upon Achievement of Annual Performance Goals

CSCF STAFF & SALARY COMPARISON

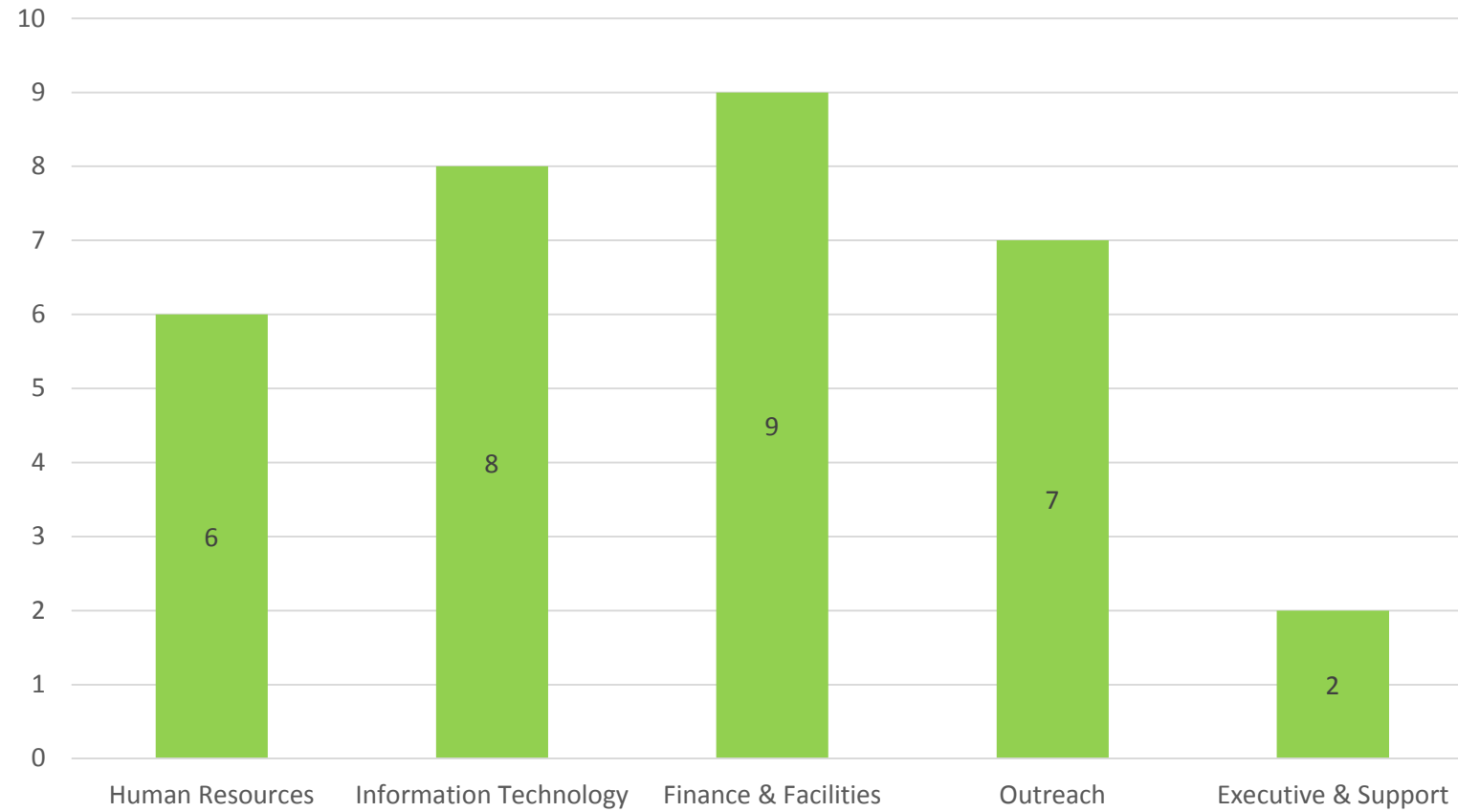
	<u>FY 2020/2021</u>	<u>FY 2019/2020</u>	<u>FY 2018/2019</u>
TOTAL STAFF	201	195	198
TALENT SOLUTIONS	169	165	169
STAFF SUPPORTING OPERATIONS	32	30	29
DEO	39	39	39
 TOTAL SALARIES	 \$ 14,406,000	 \$ 14,055,000	 \$ 13,378,000
 BUDGET	 \$ 31,500,000	 \$ 30,200,000	 \$ 31,200,000
 % OF SALARIES TO TOTAL BUDGET	 46%	 46%	 43%

CSCF STAFF BLEND - OPERATIONS



\$11.2M Talent Solutions Delivery
169 FTEs

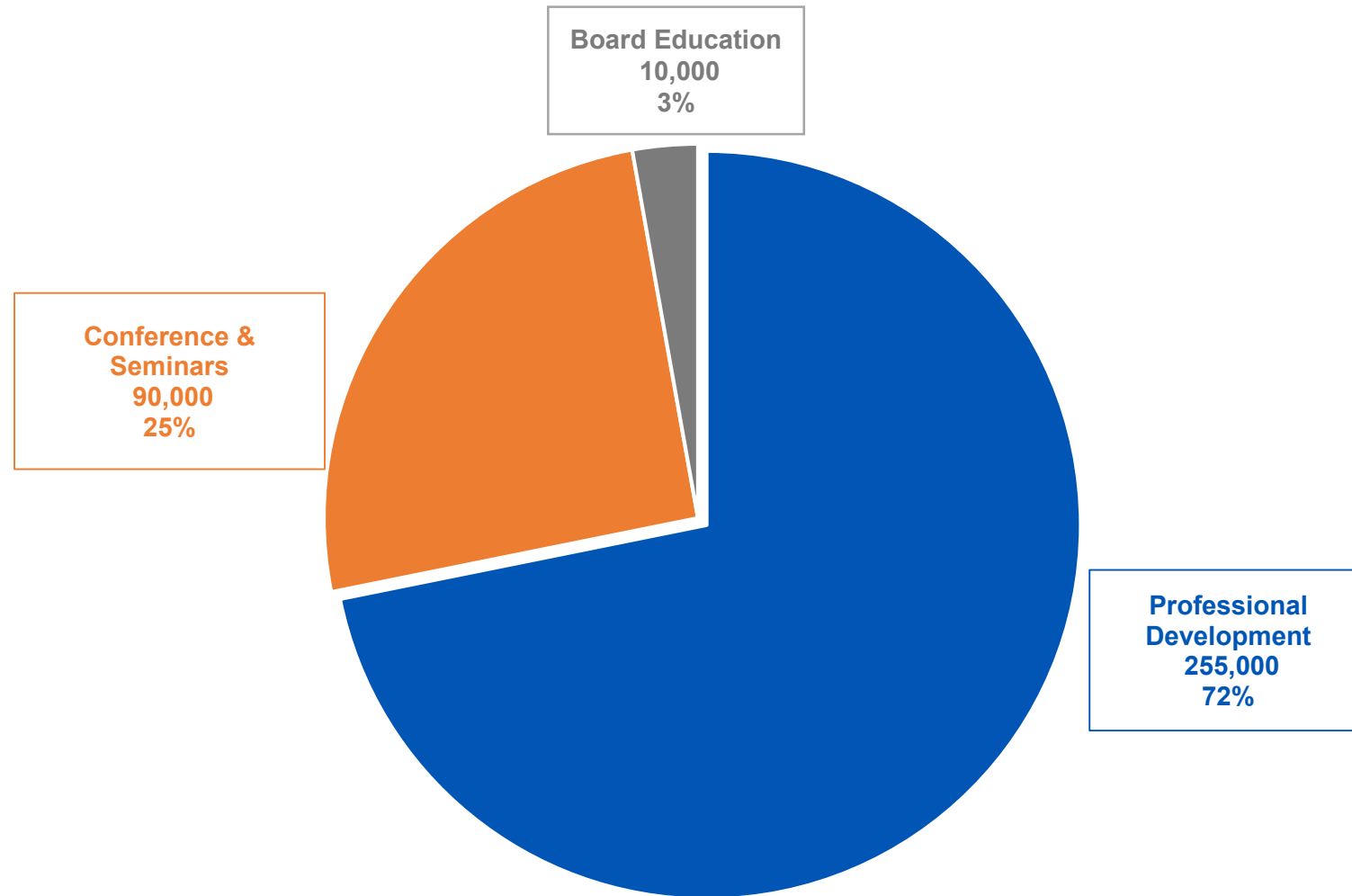
CSCF STAFF BLEND – G&A



\$3.2M General & Administrative
32 FTEs

CSCF STAFF TRAINING & DEVELOPMENT (CAREERSOURCERS)

\$355K



CSCF TRAINING & DEVELOPMENT

Create CareerSourcers Culture

Goal

Align Training & Development Priorities to Key CSCF Values

- Purpose Driven (North Star)
- Innovation (Training)
- Integrity (Trust Creed)

Key Performance Outcomes

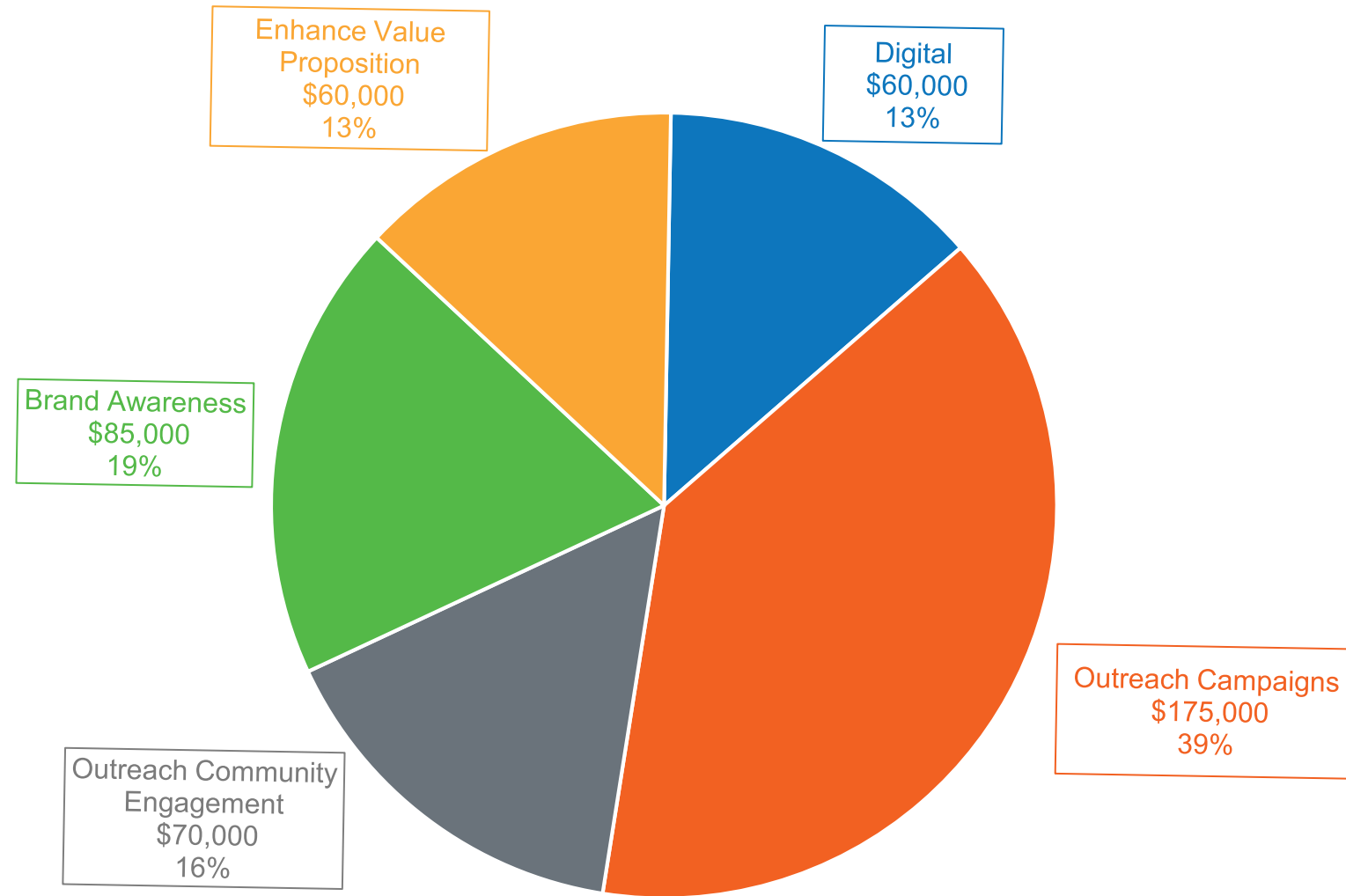
- ✓ Improve Job Performance and Ensure Compliance
- ✓ Talented and Effective Leaders
- ✓ Elevate Emotional Intelligence and Increase Adoption of “CareerSourcer” Attributes
- ✓ Ensure New CSCF Staff are Acclimated into Culture Effectively



Training & Development Priorities

STRATEGIC COMMUNICATIONS BUDGET

\$450K



STRATEGIC COMMUNICATIONS STRATEGY

- **ENGAGE THE TALENT POOL**

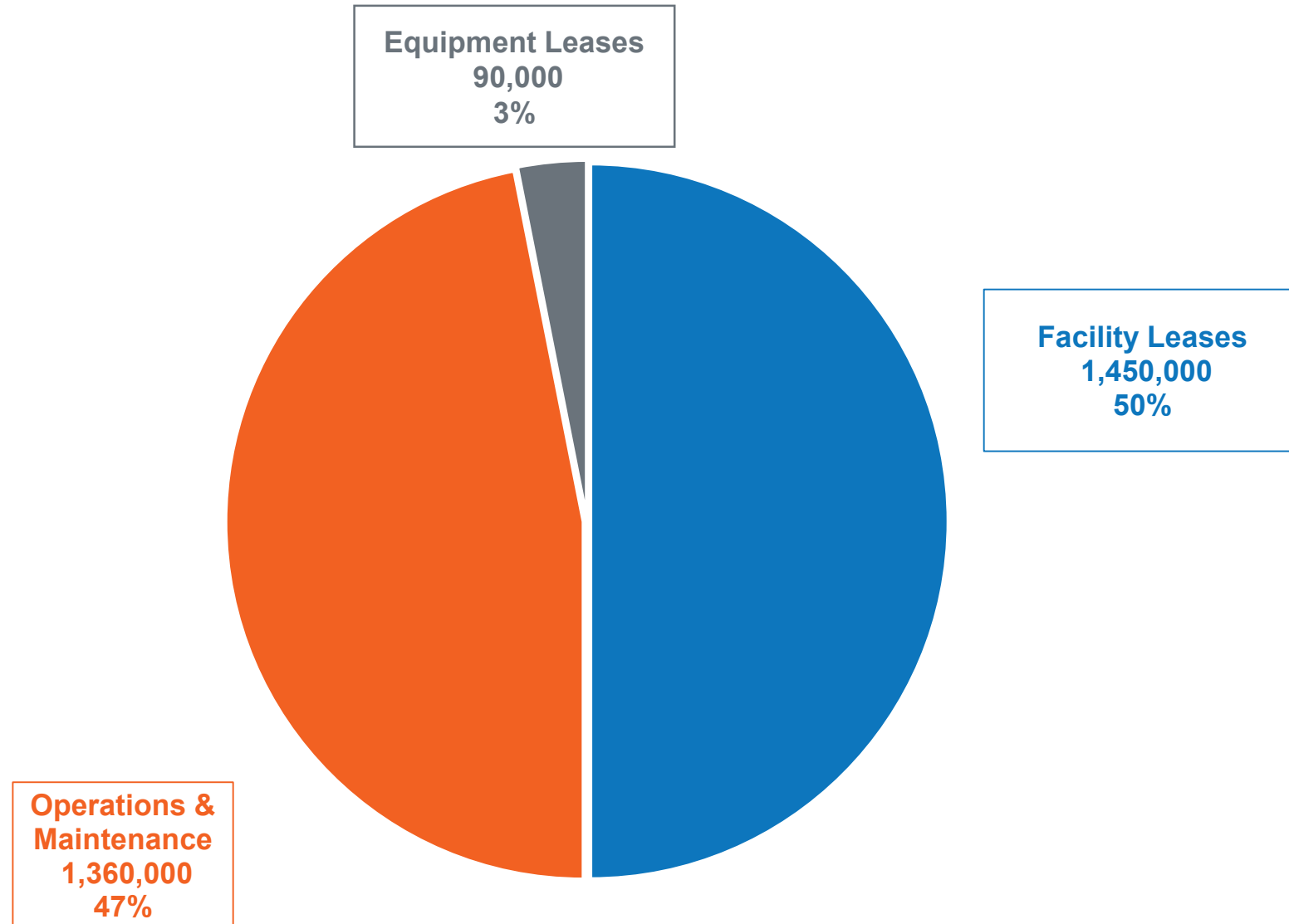
- Drive Awareness and Engagement of CSCF Talent Solutions to Employees and Customers Before, During and After Interactions through:
 - Email Marketing
 - Social Media Engagement
 - Marketing Campaigns
 - Public Relations
 - Internal Communications

- **IMPLEMENT TALENT SOLUTIONS**

- Enhance Customer Journey by Targeting Niche Customers to Drive Relationships More Effectively
- Deliver CSCF Value Proposition Messages Across 5-County Region to Achieve Deeper Customer Loyalty and Satisfaction and Engagement

FACILITIES, MAINTENANCE & RELATED COSTS

\$2.9M



FACILITIES

(1) Lake (Lake Sumter SC)	
Total Square Foot	11,669
Annual Rental Cost	\$159,927
Expiration Date	5/31/2023

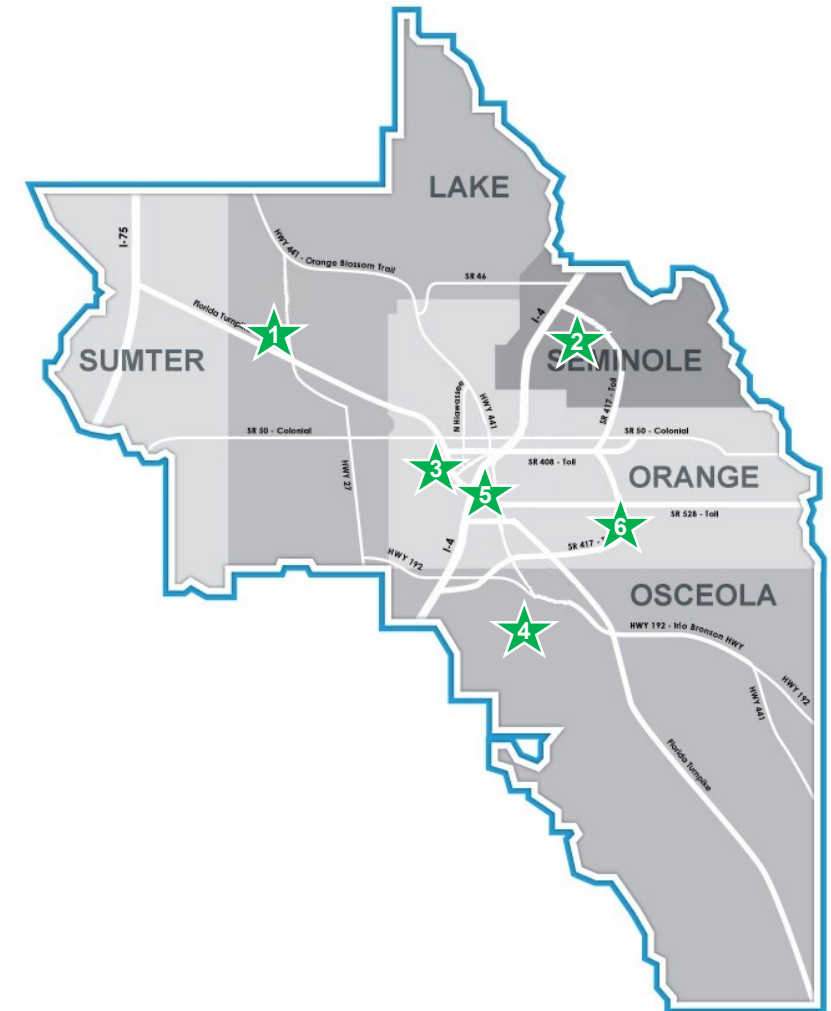
(2) Seminole	
Total Square Foot	10,031
Annual Rental Cost	\$146,796
Expiration Date	4/30/2021

(3) West Orange	
Total Square Foot	12,000
Annual Rental Cost	\$304,692
Expiration Date	07/31/2025

(4) Osceola	
Total Square Foot	12,731
Annual Rental Cost	\$197,334
Expiration Date	12/31/2029

(5) Administration	
Total Square Foot	14,932
Annual Rental Cost	\$331,720
Expiration Date	4/30/2021

(6) Southeast Orange	
Total Square Foot	12,363
Annual Rental Cost	\$218,700
Expiration Date	9/30/2021



Rent / Related cost for maintaining locations represents approximately 9.2% of total rent

G&A CONTRACTED SERVICES

\$440K

Accounting / External Monitoring \$200K

- External Financial Audit Fees and Third-party Financial Monitoring

Human Resources \$140K

- Benefit Broker Fees, Third-party Payroll Services and Recruitment Tools

Legal \$50K

- General Counsel Fees and Employment Law Support

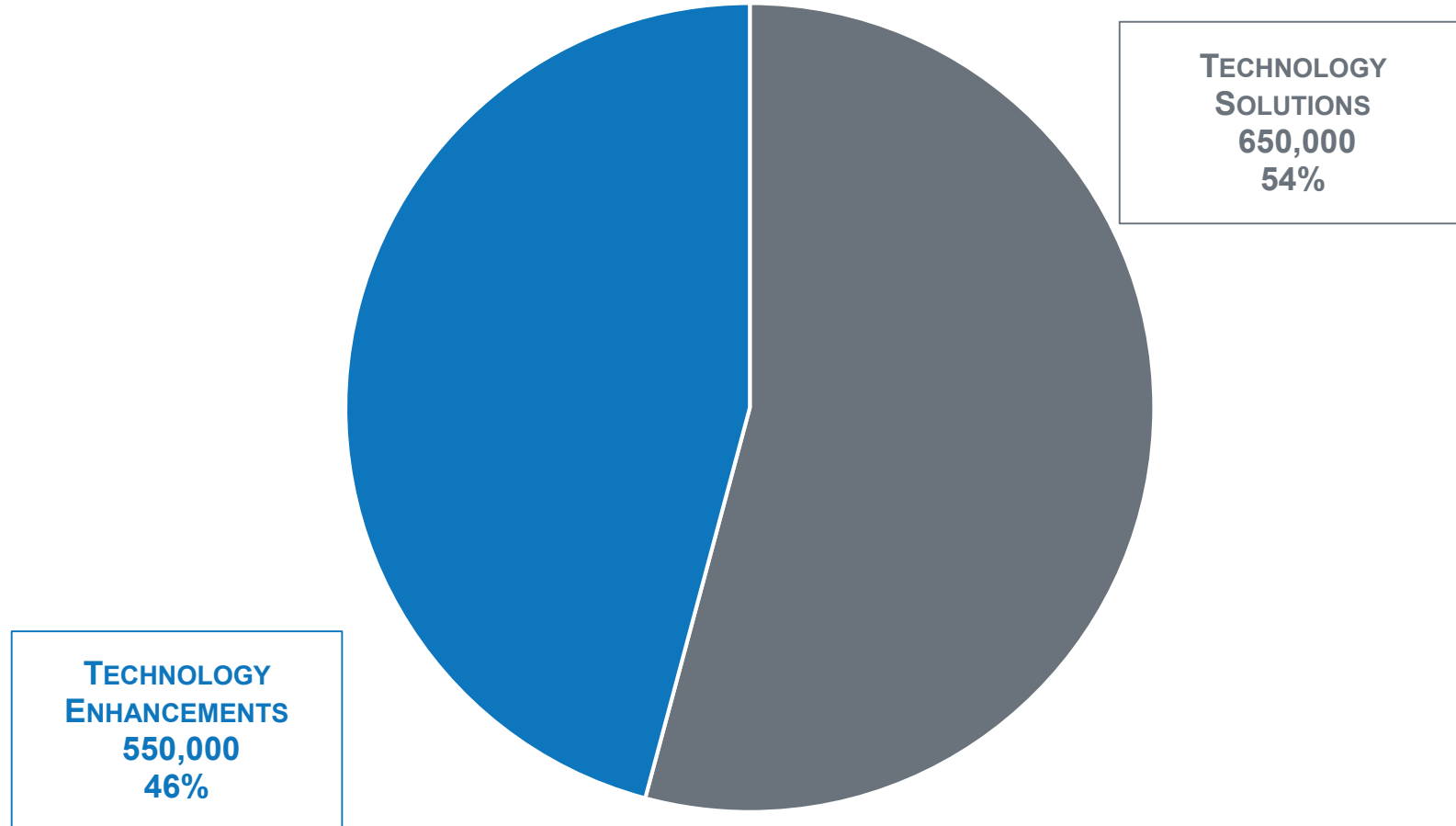
Sterling Application \$50K

- Sterling Consulting



INFORMATION TECHNOLOGY COST / NETWORK EXPENSES

\$1.2M



INFORMATION TECHNOLOGY STRATEGY

- **DRIVE BEST-IN-CLASS TECHNOLOGY SOLUTIONS**

- Expand CSCF's Technology Portfolio to Enhance Digital Solutions that Inform and Engage Internal and External Audiences
- Develop and Advance Customer Relationship Management, Human Resource Information Systems, and Enterprise Resource Planning Solutions.
- Improve and Enhance Cloud-based and Mobile Technology Solutions for Virtual Service Delivery

- **DELIVER TECHNOLOGY ENHANCEMENTS**

- Upgrade Computers and mobile devices Utilized at Career Centers to Create New Career Seeker Experiences
- Expand Virtual Communication Platforms for Staff and Customer Use
- Upgrade CSCF Network Infrastructure with Modern High-performing and Secure Platforms to Meet Next Generation Technology Requirements

SUMMARY & BUDGET ASSUMPTIONS

- Fiscal Responsibility
 - Total Funding Revenue \$31.5M; Year-over-Year \$1.3M or 4.3% increase
 - 81.6% Earmarked to Deliver Talent Solutions; 18.4% in General & Administrative
 - The proposed budget for salaries will reflect a 3% merit increase average overall. Merit increases are awarded based upon achievement of annual performance goals.
 - Employee health benefits reflects an increase of 10% of current cost based on market rate, and will not impact employee costs or plan structure for the program year.
 - The total amount budgeted for administrative cost will be to not exceed 9%, lower than the state allowable cap of 10%.
- Future Potential Budget Adjustments
 - CareerSource Central Florida has applied for additional funding in response to COVID19:
 - Orange County Government - \$7M
 - Department of Economic Opportunity - \$5M

Thank you!