



JUDICIAL COUNCIL OF CALIFORNIA

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REPORT TO THE JUDICIAL COUNCIL

Item No. 20-061

For business meeting on November 13, 2020

Title

Trial Courts: Trial Court Trust Fund Funds
Held on Behalf of the Trial Courts

Agenda Item Type

Action Required

Effective Date

November 13, 2020

Rules, Forms, Standards, or Statutes Affected

None

Date of Report

October 1, 2020

Recommended by

Fiscal Planning Subcommittee of the Trial
Court Budget Advisory Committee
Hon. Jonathan B. Conklin, Chair

Contact

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Executive Summary

The Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee recommends approving six new requests and two amended requests totaling \$3,777,553 from eight trial courts for Trial Court Trust Fund funds to be held on behalf of the trial courts. Under the Judicial Council–adopted process, a court may request reduced funding as a result of the court’s exceeding the 3 percent fund balance cap, to be retained in the Trial Court Trust Fund for the benefit of that court.

Recommendation

Based on actions taken at its meeting on September 17, 2020, the Fiscal Planning Subcommittee of the Trial Court Budget Advisory Committee recommends that the Judicial Council, effective November 13, 2020:

1. Approve the following new requests totaling \$2,358,201 (Attachment A):
 - a. Superior Court of Alameda County request of \$483,830 for tenant improvement projects;
 - b. Superior Court of Calaveras County request of \$243,833 for several court improvement projects and the replacement of a 13-year-old court vehicle;

- c. Superior Court of Solano County request of \$358,767 to replace audio and visual systems;
 - d. Superior Court of Sutter County request of \$500,101 for technological enhancements and facility modifications;
 - e. Superior Court of Shasta County request of \$471,670 for several court improvement projects; and
 - f. Superior Court of Del Norte County request of \$300,000 for court improvement projects.
2. Approve the following amended requests totaling \$1,419,352 (Attachment H):
- a. Superior Court of Colusa County request to amend the fiscal year of project completion from 2020–21 to 2021–22 in the amount of \$642,352; and
 - b. Superior Court of Mendocino County request to amend the fiscal year to expend the remaining \$252,435 balance of its original \$777,000 request from 2019–20 to 2020–21 for a case management system.

Relevant Previous Council Action

On April 15, 2016, the council approved the Trial Court Budget Advisory Committee's (TCBAC's) recommended process, criteria, and required information for trial courts to request that Trial Court Trust Fund (TCTF)-reduced allocations related to the fund balance cap be retained in the TCTF as restricted fund balance for the benefit of those courts.¹ This retention allows the courts to prudently plan for and fund necessary court infrastructure projects such as technology or infrastructure improvements; facilities maintenance and repair allowed under California Rules of Court, rule 10.810; court efficiency projects; and other court infrastructure projects that would not be possible as an unintended consequence of the fund balance cap.

The criterion for eligibility is that a court have significant court expenditures that cannot be financed within its annual budget. The submission, review, and approval process and the allowance for additional appropriate terms and conditions are consistent with the process for supplemental funding requests.

The requirements for submission of a Funds Held on Behalf (FHOB) request are intended to ensure that the council is aware of use of funds in excess of the fund balance cap and has given its explicit approval. Postcompletion reporting and audit requirements provide final review of the plans and their adherence to the approved purpose. Requests approved by the council since policy development are shown in the table below:

¹ Judicial Council of Cal., Advisory Com. Rep., *Trial Court Allocations: Trial Court Reserves Held in the Trial Court Trust Fund* (Mar. 25, 2016), <https://jcc.legistar.com/View.ashx?M=F&ID=4378277&GUID=57D6B686-EA95-497E-9A07-226CA724ADCB>.

| Fund Balance Year | Number of Trial Courts | Amount |
|-------------------|------------------------|---------------|
| 2015–16 | 15 | \$8.6 Million |
| 2016–17 | 13 | \$6.8 Million |
| 2017–18 | 12 | \$1.6 Million |
| 2018–19 | 10 | \$6.3 Million |

In January 2020, the Judicial Council adopted TCBAC’s recommendation to adopt revisions to the *Judicial Council–Approved Process, Criteria, and Required Information for Trial Court Trust Fund Fund Balance Held on Behalf of the Courts* (Attachment K), including streamlining the submission schedule, making a change to the recipient of the request, and providing language corrections to better align with court year-end closing, trial court allocation offsets, and requests to amend previously reviewed requests.²

Analysis/Rationale

A TCTF fund balance held on behalf of the trial courts allows the courts to meet contractual obligations and fund necessary court infrastructure projects, such as technology improvements or infrastructure, rule 10.810–allowable facilities maintenance and repair, court efficiency projects, and other court infrastructure projects in which the work extends beyond the three-year term of the contract encumbrance.

Under Government Code section 77203,³ before June 30, 2014, a trial court could carry over all unexpended funds from the court’s operating budget from the prior fiscal year. Commencing June 30, 2014, and concluding June 30, 2019, a trial court could carry over unexpended funds in an amount not to exceed 1 percent of the court’s operating budget from the prior fiscal year. Commencing June 30, 2020, a trial court may carry over unexpended funds in an amount not to exceed 3 percent of the court’s operating budget from the prior fiscal year.

Government Code section 68502.5(c)(2)(A) requires the Judicial Council, when setting the allocations for trial courts, to set a preliminary allocation in July of each fiscal year. Further, in January of each fiscal year, after review of available trial court reserves as of June 30 of the prior fiscal year, the Judicial Council shall finalize allocations to trial courts. Each court’s finalized allocation shall be offset by the amount of reserves in excess of the amount authorized to be carried over under Government Code section 77203(b).

² Judicial Council of Cal., Advisory Com. Rep., *Updates to the Funds Held on Behalf of the Trial Courts Policy* (Jan. 17, 2020), <https://jcc.legistar.com/View.ashx?M=F&ID=7977186&GUID=6B519461-BD50-4F19-9B80-CD40F8FD64FE>.

³ Added as part of Senate Bill 1021 (Stats. 2012, ch. 41); later amended by Senate Bill 95 (Stats. 2019, ch. 36, § 2), effective June 27, 2019.

Policy implications

None.

Comments

This item did not circulate for comment and received no public comment.

Alternatives considered

Each court detailed specific alternatives in their attached applications. Overall, if the requests are not approved, the courts will either use other resources from their operating budgets, which in turn would cut into other resources; postpone implementation of the requested actions; or reduce services to the public.

Fiscal and Operational Impacts

Allocating the requested funds incurs no additional cost to the courts, and workload associated with monitoring and tracking the FHOB requests is absorbed by Judicial Council staff. If the requests are not approved, the courts' budgets will be negatively affected as well as the courts' ability to adequately and efficiently serve the public.

Attachments and Links

1. Attachment A: Summary of New Requests, at page 1
2. Attachment B: Application—Superior Court of Alameda County request, at page 2
3. Attachment C: Application—Superior Court of Calaveras County request, at page 19
4. Attachment D: Application—Superior Court of Solano County request, at page 36
5. Attachment E: Application—Superior Court of Sutter County request, at page 53
6. Attachment F: Application—Superior Court of Shasta County request, at page 70
7. Attachment G: Application—Superior Court of Del Norte County request, at page 88
8. Attachment H: Summary of Amended Requests, at page 105
9. Attachment I: Application—Superior Court of Colusa County request, at page 106
10. Attachment J: Application—Superior Court of Mendocino County request, at page 123
11. Attachment K: *Summary of Recommended Process, Criteria, and Required Information for Trial Court Trust Fund Fund Balance Held on Behalf of the Courts*, at page 140

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 is November 13, 2020 Business Meeting

| Court | Amount Requested | Category | High Level Summary |
|-------------------------|------------------|------------------------|---|
| Alameda | 483,830 | Facilities | Tenant Improvement Projects |
| Calaveras | 243,833 | Facilities | Court Improvement Projects and Vehicle Replacement |
| Solano | 358,767 | Information Technology | Audio and Visual System Replacement |
| Sutter | 500,101 | Facilities | Technological Enhancements and Facility Modifications |
| Shasta | 471,670 | Facilities | Court Improvement Projects |
| Del Norte | 300,000 | Facilities | Court Improvement Projects |
| <u>2,358,201</u> | | | |

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:**

Alameda

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

Chad Finke, Court Executive Officer

CONTACT PERSON AND CONTACT INFO:

Melanie Lewis, Finance Director 510-891-6038, mlewis@alameda.courts.ca.gov

DATE OF SUBMISSION:

7/22/2020

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

FY20-21

REQUESTED AMOUNT:

\$483,830.53

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 requesting TCTF Funds Held on Behalf for the following funds for tenant improvement projects (Projects) that are currently in the process of being completed. Due to the COVID-19 pandemic the Projects experienced significant delays due to both restrictions preventing their ability to work and interruptions in their supply chain, delaying purchase and delivery of supplies necessary to complete their work.

The total amount requested is \$483,830.53 for the following contractors.

- G4S Secure Integration, LLC, \$5,982.42
- Technical Builders Inc., \$446,619.00
- The Key Shack Inc., \$31,229.11

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 COVID-19 pandemic caused delays in the completion of the tenant improvement projects, so much so that the expected Project completion by the end of last fiscal year, FY19-20, and the end of the three-year encumbrance term, was not possible and therefore the funds encumbered for those projects were not able to be used in time.

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 tenant improvement projects provide much needed updates to areas within multiple courthouses that would benefit both employee and public areas. The tenant improvement projects also provided security updates to multiple courthouses, such as the replacement of keys and locks in courthouse doors and/or adding electronic key card access for employees.

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 funds are not approved, the Court will either have to cancel the tenant improvement projects due to the likely unavailability of funds during fiscal year 2020-21, or the Court will have to sacrifice other court costs to complete the Project.

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

If funds are not approved, the tenant improvement projects could be put on hold until the Court can obtain available funding.

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 funding is not approved, and with the still ongoing COVID-19 pandemic causing the Court to work on a tighter budget this fiscal year, the alternatives would be to cancel the Projects altogether, or to pull funding from other Court projects to make up the difference.

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 TCTF Tables Template—Sec. IV.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

Please see attached TCTF Tables Template—Sec. IV.B.

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

Please see attached TCTF Tables Template—Sec. IV.C.

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

Please see attached TCTF Tables Template—Sec. IV.D.

If a cost efficiency, please provide cost comparison

| Status Quo | | FY 2017-18 ▼ | FY 2018-19 ▼ | ▼ | ▼ |
|------------------------------|--|--------------|--------------|--------|--------|
| 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 | - | - | - | - |
|--------------------------------|---|---|---|---|

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 | - | - | - |
|-------------------------|---|---|---|

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 | 6,649,944 | 1,749,699 | | | | | | 8,399,643 |
| Revenues | 94,139,493 | 6,554,823 | 4,258,644 | 2,162,500 | | | | 107,115,460 |
| Expenditures | 97,046,100 | 6,727,093 | 4,462,106 | 2,162,500 | | | | 110,397,799 |
| Operating Transfers In (Out) | (199,961) | | 199,961 | | | | | - |
| Ending Fund Balance | 3,543,376 | 1,577,429 | (3,501) | - | - | - | - | 5,117,304 |

| FY 2018-19 ▼ | FUNDS | | | | | | | |
|------------------------------|------------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|--------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 9,524,346 | 1,239,807 | | | | | | 10,764,153 |
| Revenues | 89,498,320 | 4,001,847 | 4,020,954 | 4,662,500 | | | | 102,183,621 |
| Expenditures | 92,223,595 | 3,493,272 | 4,168,765 | 4,662,500 | | | | 104,548,132 |
| Operating Transfers In (Out) | (149,128) | 1,317 | 147,811 | | | | | - |
| Ending Fund Balance | 6,649,943 | 1,749,699 | - | - | - | - | - | 8,399,642 |

| FY 2017-18 ▼ | FUNDS | | | | | | | |
|------------------------------|------------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|-------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 6,019,785 | 956,958 | | 136,096 | | | | 7,112,839 |
| Revenues | 89,163,698 | 4,176,659 | 4,121,994 | 1,350,934 | | | | 98,813,285 |
| Expenditures | 85,569,156 | 3,884,959 | 4,357,856 | 1,350,000 | | | | 95,161,971 |
| Operating Transfers In (Out) | (89,980) | (8,852) | 235,862 | (137,030) | | | | - |
| Ending Fund Balance | 9,524,347 | 1,239,806 | - | - | - | - | - | 10,764,153 |

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

| | FY 2019-20 | | FUNDS | | | | | | |
|--|-------------------|---------------------------|-----------------------|------------------|--------------|-------------|-----------|--------------------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL | General |
| REVENUES | | | | | | | | | |
| State Financing Sources | 91,074,458 | 580,180 | | 2,162,500 | | | | 93,817,138 | |
| Grants | | | 4,258,644 | | | | | 4,258,644 | |
| Other Financing Sources | 3,065,035 | 5,974,644 | | | | | | 9,039,679 | |
| TOTAL REVENUES | 94,139,493 | 6,554,824 | 4,258,644 | 2,162,500 | - | - | - | 107,115,461 | - |
| EXPENDITURES | | | | | | | | | |
| Salaries | 55,223,637 | 781,455 | 2,150,114 | | | | | 58,155,206 | |
| Staff Benefits | 27,712,433 | 406,147 | 976,567 | | | | | 29,095,147 | |
| General Expense | 1,818,078 | 37,736 | 47,409 | | | | | 1,903,223 | |
| Printing | 319,249 | | 1,770 | | | | | 321,019 | |
| Telecommunications | 420,475 | | 6,171 | | | | | 426,646 | |
| Postage | 487,504 | | 25 | | | | | 487,529 | |
| Insurance | 60,732 | | | | | | | 60,732 | |
| Travel in State | 64,606 | | 21,796 | | | | | 86,402 | |
| Travel Out of State | 497 | | 4,042 | | | | | 4,539 | |
| Training | 76,336 | | 22,891 | | | | | 99,227 | |
| Security | 41,749 | | | | | | | 41,749 | |
| Facilities Operations | 3,298,236 | | | | | | | 3,298,236 | |
| Utilities | | | | | | | | - | |
| Contracted Services | 4,662,224 | 2,562,941 | 804,115 | | | | | 8,029,280 | |
| Consulting and Professional Services - County Provided | 623,470 | 2,089,408 | | | | | | 2,712,878 | |
| Information Technology (IT) | 2,176,136 | 244,185 | | | | | | 2,420,321 | |
| Major Equipment | | 470,769 | 6,870 | | | | | 477,639 | |
| Other Items of Expense | 40,466 | | 80,577 | | | | | 121,043 | |
| Juror Costs | 462,121 | | | | | | | 462,121 | |
| Other | 10,477 | | | | | | | 10,477 | |
| Debt Service | | | | | | | | - | |
| Court Construction | | | 2,162,500 | | | | | 2,162,500 | |
| Distributed Administration & Allocation | (474,210) | 134,452 | 339,758 | | | | | - | |
| Prior Year Expense Adjustment | 21,885 | | | | | | | 21,885 | |
| TOTAL EXPENDITURES | 97,046,101 | 6,727,093 | 6,624,605 | - | - | - | - | 110,397,799 | - |
| Operating Transfers In (Out) | (199,961) | | 199,961 | | | | | - | |
| Fund Balance (Deficit) | | | | | | | | | |
| Beginning Balance (Deficit) | 6,649,944 | 1,749,699 | - | - | | | | 8,399,643 | 3,543,375 |
| Ending Balance (Deficit) | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 |

Current detailed budget projection

| | FUNDS | | | | | | | |
|---|------------------------------|--------------------------|------------------|--------------|-------------|-----------|-----------|---|
| Description | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL | General Special Revenue Non-Grant |
| 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) | 1,577,430 | (2,166,000) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 1,577,430 |
| Ending Balance (Deficit) | 1,577,430 | (2,166,000) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 1,577,430 |

Current detailed budget projection

| | FUNDS | | | | | | | | |
|--|-----------------------|------------------|--------------|-------------|-----------|-----------|-----------|---------------------------|-----------------------|
| Description | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL | General | Special Revenue Non-Grant | Special Revenue Grant |
| 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) | (2,166,000) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) |
| Ending Balance (Deficit) | (2,166,000) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) |

Current detailed budget projection

| | FUNDS | | | | | | FUNDS | | |
|---|------------------|--------------|-------------|-----------|-----------|-----------|------------------------------|--------------------------|------------------|
| Description | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects |
| 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) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 |
| Ending Balance (Deficit) | 2,162,500 | - | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 |

Current detailed budget projection

| | | | | | | FUNDS | | | |
|---|--------------|-------------|-----------|-----------|-----------|------------------------------|--------------------------|------------------|--------------|
| Description | Debt Service | Proprietary | Fiduciary | TOTAL | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service |
| 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) | - | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - |
| Ending Balance (Deficit) | - | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - |

Current detailed budget projection

| | | | | FUNDS | | | | | |
|---|-------------|-----------|-----------|-----------|------------------------------|--------------------------|------------------|--------------|-------------|
| Description | Proprietary | Fiduciary | TOTAL | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary |
| 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) | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - | - |
| Ending Balance (Deficit) | - | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - | - |

Current detailed budget projection

| | | | | FUNDS | | | | | |
|---|-----------|-----------|-----------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|
| Description | Fiduciary | 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) | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - | - | - |
| Ending Balance (Deficit) | - | 5,117,305 | 3,543,375 | 1,577,430 | (2,166,000) | 2,162,500 | - | - | - |

Current detailed budget projection

| Description | 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) | 5,117,305 |
| Ending Balance (Deficit) | 5,117,305 |

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 | 483,831 |
| 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 | | 483,831 |

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 ▼ | ▼ | ▼ | ▼ | ▼ | ▼ | ▼ | Total |
|--------------------|--------------|--------------|---|---|---|---|---|---|---------|
| Contribution | 483,831 | | | | | | | | 483,831 |
| Expenditures | | 483,831 | | | | | | | 483,831 |
| Cumulative Balance | 483,831 | - | - | - | - | - | - | - | - |

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 ▼ | ▼ | ▼ | ▼ | ▼ | ▼ | Total |
|--------------------|--------------|--------------|--------------|---|---|---|---|---|-------|
| Contribution | | | | | | | | | - |
| Expenditures | | | | | | | | | - |
| Cumulative Balance | - | - | - | - | - | - | - | - | - |

Amended request

| Description | ▼ | ▼ | ▼ | ▼ | ▼ | ▼ | ▼ | ▼ | 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:**

Calaveras

PERSON AUTHORIZING REQUEST *(Presiding Judge or Court Executive Officer):*
Karen Camper, Court Executive Officer**CONTACT PERSON AND CONTACT INFO:** Pamela James 29-754-61410
pjames@calaveras.courts.ca.gov**DATE OF SUBMISSION:**

7/21/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: 06/30/2020 TO 06/30/2022**REQUESTED AMOUNT:**

\$ 243,833

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.):*

Areas on the Interior of the court need painting, plexi-glass wall guard needed by Security screening, upgrade blinds for heat control and replacement for 2007 court vehicle.

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 cost of the painting, plexi-glass and blinds are one-time costs that the court was unable to complete due COVID-19 and the court in the coming years will not have the funds to cover. Due to the reduction in budget from COVID-19 the court will not have the funds in future years to replace the vehicle.

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? There are areas in the courthouse that the painting does not appear to have been completed when built. With wear and tear, there are visible marks, etc on many of the walls.

The paint on the wall by court security has been scrapped away by the chairs used by the bailiffs.

The current blinds do not provide adequate heat control and many of the offices get extremely warm and uncomfortable for the staff.

The current 2007 court vehicle is driven daily to the county offices and is in need of replacement.

- 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.

Painting: Areas of the interior of the court that do not get freshly painted will give the appearance of an unkept run down looking courthouse.

Plexi-glass: To prevent freshly painted wall from being scrapped off by chairs used by bailiffs.

Blinds: The court will need to look into other ways to provide heat control for staff suffering in hot offices.

Car: If the car is no longer reliable to drive, the employee(s) that drive to the county daily may be required to drive their personal vehicle.

- E. Describe the consequences to the public and access to justice if the court request is not approved.
None

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

There is no alternative for painting or plexi-glass on wall.

The court has already looked at other alternatives with JCC Facilities and this is our last resort

Employee(s) drive personal vehicle if current vehicle is no longer reliable.

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 Template

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 Template

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

See Template

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

See Template

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 | - | - | - | - |
|-------------------------|---|---|---|---|

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | | |
|--------------------------------|---|--|--|

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 | 419,923 | 173,724 | | | | | | 593,647 |
| Revenues | 3,183,462 | 177,553 | 217,022 | | | | | 3,578,037 |
| Expenditures | 3,101,990 | 155,101 | 305,943 | | | | | 3,563,034 |
| Operating Transfers In (Out) | (88,922) | | 88,922 | | | | | - |
| Ending Fund Balance | 412,473 | 196,176 | 1 | - | - | - | - | 608,650 |

| FY 2018-19 ▼ | FUNDS | | | | | | | |
|------------------------------|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 185,457 | 151,513 | | | | | | 336,970 |
| Revenues | 2,906,731 | 167,309 | 236,497 | | | | | 3,310,537 |
| Expenditures | 2,740,241 | 147,357 | 282,278 | | | | | 3,169,876 |
| Operating Transfers In (Out) | (45,781) | | 45,781 | | | | | - |
| Ending Fund Balance | 306,166 | 171,465 | - | - | - | - | - | 477,631 |

| FY 2017-18 ▼ | FUNDS | | | | | | | |
|------------------------------|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 143,450 | 144,274 | | | | | | 287,724 |
| Revenues | 2,375,658 | 206,036 | 237,669 | | | | | 2,819,363 |
| Expenditures | 2,348,525 | 186,588 | 271,573 | | | | | 2,806,686 |
| Operating Transfers In (Out) | (33,904) | | 33,904 | | | | | - |
| Ending Fund Balance | 136,679 | 163,722 | - | - | - | - | - | 300,401 |

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

| | FY 2019-20 | FUNDS | | | | | | |
|---|------------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| REVENUES | | | | | | | | |
| State Financing Sources | 3,247,599 | 171,443 | | | | | | 3,419,042 |
| Grants | | | 179,063 | | | | | 179,063 |
| Other Financing Sources | 16,062 | 141,015 | | | | | | 157,077 |
| TOTAL REVENUES | 3,263,661 | 312,458 | 179,063 | - | - | - | - | 3,755,182 |
| EXPENDITURES | | | | | | | | |
| Salaries | 1,628,331 | 68,236 | 94,436 | | | | | 1,791,003 |
| Staff Benefits | 802,225 | 36,264 | 44,259 | | | | | 882,748 |
| General Expense | 117,118 | | 5,678 | | | | | 122,796 |
| Printing | 3,536 | | | | | | | 3,536 |
| Telecommunications | 16,240 | | 660 | | | | | 16,900 |
| Postage | 15,485 | | | | | | | 15,485 |
| Insurance | 3,120 | | | | | | | 3,120 |
| Travel in State | 2,972 | 3,342 | 2,152 | | | | | 8,466 |
| Travel Out of State | | | | | | | | - |
| Training | 1,070 | | | | | | | 1,070 |
| Security | 804 | | | | | | | 804 |
| Facilities Operations | 67,598 | | 3,861 | | | | | 71,459 |
| Utilities | | | | | | | | - |
| Contracted Services | 322,887 | 12,947 | 1,120 | | | | | 336,954 |
| Consulting and Professional Services - County Provided | 3,700 | 150,246 | | | | | | 153,946 |
| Information Technology (IT) | 117,852 | | | | | | | 117,852 |
| Major Equipment | 40,528 | | | | | | | 40,528 |
| Other Items of Expense | 738 | | | | | | | 738 |
| Juror Costs | 9,918 | | | | | | | 9,918 |
| Other | | | | | | | | - |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | (45,744) | | | | | | | (45,744) |
| Prior Year Expense Adjustment | (868) | 18,145 | 27,599 | | | | | 44,876 |
| TOTAL EXPENDITURES | 3,107,510 | 289,180 | 179,765 | - | - | - | - | 3,576,455 |
| Operating Transfers In (Out) | | | | | | | | - |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 419,923 | 173,724 | | | | | | 593,647 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

Current detailed budget projection 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 | | | | | | | | - |
| 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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |
| Ending Balance (Deficit) | 576,074 | 197,002 | (702) | - | - | - | - | 772,374 |

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 | 17,833 |
| 936000 | Utilities | |
| 938000 | Contracted Services | |
| 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 | 186,000 |
| 990000 | Distributed Administration & Allocation | |
| Total | | 243,833 |

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 | 243,833 | | | | | | | | 243,833 |
| Expenditures | | 203,833 | 40,000 | | | | | | 243,833 |
| Cumulative Balance | 243,833 | 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 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:**

Solano

PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer):**PJ Donna Stashyn and CEO Brian Taylor****CONTACT PERSON AND CONTACT INFO:****Agnes Shappy****DATE OF SUBMISSION:**7/2/2020**TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:** FY20-21**REQUESTED AMOUNT:**\$ 358,767**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 in need of replacing audio and visual systems in almost all courtrooms in three courthouses – the Hall of Justice, Law and Justice Center and Vallejo Courthouse. The court needs to bring many systems up to current JC A/V standards. The total number of courtrooms needing replacement is 23. The court's current systems are outdated and do not function for a modern courtroom setting. Many of the systems are over 25 years old. The inadequacy of the equipment became very apparent with the COVID-19 pandemic and the need to switch very quickly to remote operations. Many courtroom A/V systems were not compatible with modern technology, which limited the court's ability to quickly shift to virtual court proceedings. The court hired a consultant from the Judicial Council's MSA list for a full evaluation of an A/V replacement. The consultant's evaluation was used to obtain bids and is available if needed for this request.

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 cost to replace an A/V system in each courtroom ranges from \$40,000 to \$49,000, with a total cost of between \$795,000 to 1,127,000. The Court has obtained bids from three vendors on the master contract list and is in the process of negotiating a contract. The Court intends to pay for the upgrade of the A/V systems by a combination of 2% automation funds and the funds requested in this application. The Court's goal was to be in contract with a vendor prior to the end of this fiscal year; however, a bid protest has been threatened, which must be resolved prior to the court entering into a contract. Once the bid issue is resolved, the Court will move forward with a contract in fiscal year 20/21 and expects to complete the project in 20/21, but no later than 21/22.

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?

Functional A/V equipment is a key component to a modern courtroom. Upgraded equipment will keep the courtrooms functioning and allow for increased video remote appearances. We are also upgrading the Assisted Listening System, which will enhance the experience and provide greater accessibility to courtroom proceedings for those who suffer from hearing disabilities.

- 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 A/V equipment is already obsolete in many courtrooms. The equipment will continue to fail, become outdated and inoperable in the worst case scenario.

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

Modern A/V equipment is a key component in every courtroom. Attorneys need modern equipment to present their case, the public needs audio equipment to hear the proceedings in the seating area, modern equipment is needed for remote appearances. The public will be negatively impacted if these basic services are not offered for a court proceeding.

- 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 has identified no alternatives because A/V is a key component to a functioning courtroom. The only alternative is the court will have to prolong replacement of outdated equipment or repair outdated equipment that fails.

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
- 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 | | | | | |
|-----------------------|--|--------|--------|--------|--------|
| 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 | - | - | - | - |
|-------------------------|---|---|---|---|

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | | |
|--------------------------------|---|--|--|

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 | 1,080,920 | 1,173,332 | - | | | | | 2,254,252 |
| Revenues | 28,111,068 | 1,115,272 | 1,482,443 | | | | | 30,708,783 |
| Expenditures | 27,417,945 | 995,639 | 1,504,886 | | | | | 29,918,470 |
| Operating Transfers In (Out) | (95,094) | 72,651 | 22,443 | | | | | - |
| Ending Fund Balance | 1,678,949 | 1,365,616 | - | - | - | - | - | 3,044,565 |

| FY 2018-19 ▼ | FUNDS | | | | | | | |
|------------------------------|------------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|-------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 443,575 | 1,027,291 | - | | | | | 1,470,866 |
| Revenues | 27,077,206 | 938,703 | 1,455,019 | | | | | 29,470,928 |
| Expenditures | 26,389,002 | 814,131 | 1,484,409 | | | | | 28,687,542 |
| Operating Transfers In (Out) | (50,859) | 21,469 | 29,390 | | | | | - |
| Ending Fund Balance | 1,080,920 | 1,173,332 | - | - | - | - | - | 2,254,252 |

| FY 2017-18 ▼ | FUNDS | | | | | | | |
|------------------------------|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|-------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 669,071 | 905,842 | - | | | | | 1,574,913 |
| Revenues | 24,049,377 | 853,155 | 1,483,146 | | | | | 26,385,678 |
| Expenditures | 24,212,947 | 756,332 | 1,520,446 | | | | | 26,489,725 |
| Operating Transfers In (Out) | (61,926) | 24,626 | 37,300 | | | | | - |
| Ending Fund Balance | 443,575 | 1,027,291 | - | - | - | - | - | 1,470,866 |

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

| | FY 2020-21 | FUNDS | | | | | | |
|---|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|----------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| REVENUES | | | | | | | | |
| State Financing Sources | 358,767 | 27,623 | | | | | | 386,390 |
| Grants | | | | | | | | - |
| Other Financing Sources | | | | | | | | - |
| TOTAL REVENUES | 358,767 | 27,623 | - | - | - | - | - | 386,390 |
| 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) | 168,528 | | | | | | | 168,528 |
| Major Equipment | 217,862 | | | | | | | 217,862 |
| Other Items of Expense | | | | | | | | - |
| Juror Costs | | | | | | | | - |
| Other | | | | | | | | - |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | | | | | | | | - |
| Prior Year Expense Adjustment | | | | | | | | - |
| TOTAL EXPENDITURES | 386,390 | - | - | - | - | - | - | 386,390 |
| Operating Transfers In (Out) | 27,623 | (27,623) | | | | | | - |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | | | | | | | | - |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

Current detailed budget projection 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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 0 | - | - | - | - | - | - | 0 |
| Ending Balance (Deficit) | 0 | - | - | - | - | - | - | 0 |

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) | 342,607 |
| 945000 | Major Equipment | 452,388 |
| 950000 | Other Items of Expense | |
| 972000 | Other | |
| 973000 | Debt Service | |
| 983000 | Court Construction | |
| 990000 | Distributed Administration & Allocation | |
| Total | | 794,996 |

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 ▼ | Total |
|--------------------|--------------|--------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------|
| Contribution | 358,767 | | | | | | | | 358,767 |
| Expenditures | - | 358,767 | | | | | | | 358,767 |
| Cumulative Balance | 358,767 | - | - | - | - | - | - | - | - |

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 2020-21 ▼ | 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:**

Sutter

PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer):Stephanie M. Hansel, Court Executive Officer *SMH***CONTACT PERSON AND CONTACT INFO:** Joe Azevedo, Court Fiscal Officer,
(530) 822-3340; jazevedo@suttercourts.com**DATE OF SUBMISSION:**

7/22/2020

**TIME PERIOD COVERED BY THE
REQUEST, INCLUDING CONTRIBUTION
AND EXPENDITURE: FISCAL YEARS
2019-20 THROUGH 2022-23****REQUESTED AMOUNT:**

\$500,101.00

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.

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.**

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 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 | - | - | - | - |
|-------------------------|---|---|---|---|

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | | |
|--------------------------------|---|--|--|

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

| | 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 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 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:**

Shasta

PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer):
Melissa Fowler-Bradley, Court Executive Officer**CONTACT PERSON AND CONTACT INFO:**

Melissa Fowler-Bradley, 530-225-5570, mfowler-bradley@shasta.courts.ca.gov

DATE OF SUBMISSION:

7/21/2020

TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE:**REQUESTED AMOUNT:**~~\$1,825,000.~~ \$ 471,670.**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 funds are needed for the new Redding courthouse, which is scheduled to be finished in September, 2021. The tentative move-in date is November or December of 2021. Among the expenses that need to be covered are:

\$750,000 up to \$1,500,000 – to augment the fixtures and furnishings (FF&E) for the new building (the furniture budget for the construction project was reduced by \$3m because bids on critical construction materials such as steel, concrete and glazing was significantly higher than expected).

\$95,000 - dry fire suppression system, NOVEC, in the MDF room

\$70,000 – provide a DEPS cart to each courtroom instead of one per floor

\$10,000 – one Egan telescoping lectern for ADA use

\$105,000 – site furnishings, trash cans, bike rack with roof, benches

\$10,000 – upgraded state seals for courtrooms

\$60,000 – change tile in front counter area to Terrazzo to match the rest of the flooring

\$200,000 – replace Marshal's Office radio system for internal communications

\$ 10,000 – purchase microwaves, refrigerators and other appliances for break and conference rooms, coffee areas

\$150,000 – hire professional movers to move from 3 existing facilities into the new courthouse

\$315,000 – lease new copiers, 3-year term, \$105,000 per year

\$50,000 – purchase miscellaneous items such as clocks, garbage cans, etc. for over 200 employees

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.**

All of the requested items will be needed as the construction project nears completion in fiscal year 2021-2022.

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?**

All items are to enhance the new courthouse and restore those that were cut from the construction project in order to come within budget.

- 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.**

Some items will provide each courtroom with necessary equipment so delays waiting to move or constantly shuffle equipment between courtrooms is not necessary and employee injuries and damage to equipment does not result. Other items are investments to the building's lifespan and will improve conditions for the public.

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

The funds are to be spent on improvements to a building that should last for 75 years, which will replace very substandard facilities, including the current main courthouse that will be 66 years old at the time it is vacated.

- 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 not have sufficient trial court funding in 21-22 to purchase these items, which is why we have worked very hard to set the money aside now after a very good budget year.

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 template for fiscal years 16/17, 17/18 and 18/19. Fiscal year 19/20 is not included because the year has not closed yet.

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

The 20/21 budget is not finalized at this time, pending allocation by the Judicial Council. The initial budget may be augmented in October of 2020 if Federal assistance is provided to the state of California.

The budget for 21/22 is unknown.

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

Please see the detailed listing in Section 1.

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

~~The funds would be spent in the last half of 2020/2021 and the first half of 2021/2022, depending on the construction project schedule.~~

FY19-20 Fund Balance in excess of our 3% cap will be used to purchase Fixtures & Furnishings from the original, approved construction plan, which were removed after the bidding. Those purchases are anticipated in the 3rd and/or 4th quarter of FY20-21. See attached spreadsheet.

| |
|--|
| |
| |

Application for TCTF Funds Held on Behalf of the Court

Sec. III.C

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 | - | - | - | - |
|-------------------------|---|---|---|---|

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | | |
|--------------------------------|---|--|--|

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 | 371,427 | 193,374 | - | | | 1,098 | - | 565,899 |
| Revenues | 14,539,300 | 2,492,475 | 1,050,328 | | | 363,476 | - | 18,445,579 |
| Expenditures | 14,832,078 | 1,888,554 | 1,098,200 | | | 631,410 | - | 18,450,242 |
| Operating Transfers In (Out) | 127,821 | (460,931) | 47,871 | | | 285,238 | - | (1) |
| Ending Fund Balance | 206,470 | 336,364 | (1) | - | - | 18,402 | - | 561,235 |

| FY 2017-18 ▼ | FUNDS | | | | | | | |
|------------------------------|------------------|---------------------------|-----------------------|------------------|--------------|---------------|-----------|-------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 206,470 | 336,364 | - | | | 18,403 | | 561,237 |
| Revenues | 14,954,023 | 2,459,084 | 695,103 | | | 284,654 | | 18,392,864 |
| Expenditures | 15,216,612 | 2,404,182 | 709,258 | | | 529,589 | | 18,859,641 |
| Operating Transfers In (Out) | (49,342) | (191,345) | 14,155 | | | 226,531 | | (1) |
| Ending Fund Balance | (105,461) | 199,921 | - | - | - | (1) | - | 94,459 |

| FY 2018-19 ▼ | FUNDS | | | | | | | |
|------------------------------|------------------|---------------------------|-----------------------|------------------|--------------|-------------|-----------|-------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | (105,461) | 199,921 | - | | | | - | 94,460 |
| Revenues | 17,039,494 | 2,422,032 | 722,270 | | | 357,775 | | 20,541,571 |
| Expenditures | 16,757,565 | 2,153,971 | 736,686 | | | 674,288 | | 20,322,510 |
| Operating Transfers In (Out) | (121,487) | (209,441) | 14,415 | | | 316,513 | | - |
| Ending Fund Balance | 54,981 | 258,541 | (1) | - | - | - | - | 313,521 |

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

| | 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) | | | | | | | | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

Current detailed budget projection 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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| 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 | 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 | 471,670 | | | | | | | | 471,670 |
| Expenditures | | 471,670 | | | | | | | 471,670 |
| Cumulative Balance | 471,670 | - | - | - | - | - | - | - | - |

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

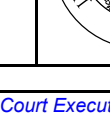
Original Request:

| 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>Del Norte Superior Court</u> | PERSON AUTHORIZING REQUEST <i>(Presiding Judge or Court Executive Officer):</i> <u>Esperanza Esparza</u> CONTACT PERSON AND CONTACT INFO: <u>707-464-8115 x112</u> | |
| DATE OF SUBMISSION: Click here to enter a date. <u>July 15, 2020</u> | TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: | REQUESTED AMOUNT: <u>\$300,000</u> |
| 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>Due to COVID 19 pandemic, the Court was unable to complete the furniture/remodel project in FY2019-2020. This project was to include the updating of cubicles to adhere to current ADA and ergonomic standards, improve the filing system, which is structurally unsound, and provide more appropriate usage of office space.</u> <u>Additionally, due to the recent departure of Cluster 1 funding assurances, these monies will not be available in FY20/2 and likely beyond. However, this request includes the cost of the entire project. We anticipate if approved to have the project completed by 3rd of the 20/21 fiscal year.</u> | | |
| 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. <u>A. The Del Norte Superior Court has been deemed above the "funding band" and there for is facing the most significant percentage of per capita budget reduction. This eliminates any funding for projects outside basic operations. However, if the COVID-19, this project would have been completed by the end of June 2020. Del Norte is requesting a one year extension to complete this project.</u> | | |

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? _

B. This project is first about employee safety and ergonomically appropriate work space. Healthy employees are more productive, absenteeism is reduced and injured worker claims are minimized. Additionally, given the bleak economic fiscal state, if the Court's injured worker claims increase, the annual premium for JBWCP increases and therefore increases the Court's budget deficit.

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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. _

D. Injured workers and poorly planned work areas reduce the rate at which work can be completed. The Court may be considering layoffs due to the current economic environment, and injured workers would only acerbate the situation.

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

E. The wait time due to the pandemic has increased; if we continue to add employees out on work-related injuries, the public is impacted exponentially.

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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? _

F. There are no alternatives. As stated above, this project would have been complete had the COVID 19 pandemic ceased meaningful business practices.

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

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | | |
|--------------------------------|---|--|--|

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 | 137,821 | 387,508 | - | | | | | 525,329 |
| Revenues | 2,957,039 | 337,999 | 164,327 | | | | | 3,459,365 |
| Expenditures | 2,960,762 | 246,818 | 178,286 | | | | | 3,385,866 |
| Operating Transfers In (Out) | (16,952) | 2,992 | 13,959 | | | | | (1) |
| Ending Fund Balance | 117,146 | 481,681 | - | - | - | - | - | 598,827 |

| FY 2017-18 ▼ | FUNDS | | | | | | | |
|------------------------------|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 117,133 | 481,682 | - | | | | | 598,815 |
| Revenues | 2,826,978 | 222,172 | 174,975 | | | | | 3,224,125 |
| Expenditures | 2,811,426 | 262,427 | 189,887 | | | | | 3,263,740 |
| Operating Transfers In (Out) | (14,912) | - | 14,912 | | | | | - |
| Ending Fund Balance | 117,773 | 441,427 | - | - | - | - | - | 559,200 |

| FY 2018-19 ▼ | FUNDS | | | | | | | |
|------------------------------|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 117,772 | 441,427 | - | | | | | 559,199 |
| Revenues | 3,265,730 | 270,436 | 147,578 | | | | | 3,683,744 |
| Expenditures | 3,254,612 | 206,855 | 151,994 | | | | | 3,613,461 |
| Operating Transfers In (Out) | (4,416) | | 4,416 | | | | | - |
| Ending Fund Balance | 124,474 | 505,008 | - | - | - | - | - | 629,482 |

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

| | FY 2019-20 | FUNDS | | | | | | |
|---|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|----------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| REVENUES | | | | | | | | |
| State Financing Sources | 300,000 | | | | | | | 300,000 |
| Grants | | | | | | | | - |
| Other Financing Sources | | | | | | | | - |
| TOTAL REVENUES | 300,000 | - | - | - | - | - | - | 300,000 |
| 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) | 300,000 | - | - | - | - | - | - | 300,000 |

Current detailed budget projection 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 | | | | | | | | - |
| Grants | | | | | | | | - |
| Other Financing Sources | | | | | | | | - |
| TOTAL REVENUES | - | - | - | - | - | - | - | - |
| EXPENDITURES | | | | | | | | |
| Salaries | | | | | | | | - |
| Staff Benefits | | | | | | | | - |
| General Expense | 300,000 | | | | | | | 300,000 |
| 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 | 300,000 | - | - | - | - | - | - | 300,000 |
| Operating Transfers In (Out) | | | | | | | | - |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 300,000 | - | - | - | - | - | - | 300,000 |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| 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 | 300,000 |
| 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 | | 300,000 |

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 ▼ | Total |
|--------------------|--------------|--------------|----------------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------|
| Contribution | 300,000 | | | | | | | | 300,000 |
| Expenditures | | 300,000 | | | | | | | 300,000 |
| Cumulative Balance | 300,000 | - | - | - | - | - | - | - | - |

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 | - | - | - | - | - | - | - | - | - |

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 November 13, 2020 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 |
|-----------|--|--------------------------------|---|-----------|---------|------------------------------------|---------|---------|---------------------------|---------------------------|
| | | | 2019-20 | 2020-21 | 2021-22 | 2019-20 | 2020-21 | 2021-22 | | |
| Colusa | No | - | 397,352 | 245,000 | - | 80,000 | 175,000 | 387,352 | Information Technology | Case Management System |
| Mendocino | No | - | 777,000 | - | - | 524,565 | 252,435 | - | Information Technology | Case Management System |
| | | | - | 1,174,352 | 245,000 | - | 604,565 | 427,435 | 387,352 | |
| | | | 1,419,352 | | | 1,419,352 | | | | |
| | | | | | | 0 | | | | |

APPLICATION FOR TCTF FUNDS HELD ON BEHALF OF THE COURT

| | | |
|---|---|--|
| Please check the type of request: | |  |
| <input type="checkbox"/> NEW REQUEST (Complete Section I, III, and IV only.) <input checked="" type="checkbox"/> 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 ; 530-458-5149 x9 |
| DATE OF SUBMISSION: 3/22/2017 AMENDED: 07/22/2020 6/27/2019 | TIME PERIOD COVERED BY THE REQUEST, INCLUDING CONTRIBUTION AND EXPENDITURE: THROUGH FY21/220/21 | REQUESTED AMOUNT: \$642,3525,000.00 |
| 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.): <p>Colusa County Superior Court selected to procure the Tyler Technologies, Odyssey case management system and intended to sign a Participating Addendum with said vendor in December, 2019. However, due to the holidays and an unforeseen state of emergency, Colusa was unable to sign the Participating Addendum with Tyler Technologies until April 24, 2020. As a result, the completion date of the project has been extended eighteen (18) months from the signing date. For this reason, Colusa is requesting the disbursement of funds be amended as indicated on the attached expenditure plan, is in the beginning stages of research and procurement for a new Case Management System to replace its legacy system. Given the simultaneous need for funding and risk that such an undertaking will not be funded directly by the State through a BCP (or that ancillary costs and expenditures will not be covered in such a BCP), the court must start setting aside funds today to afford such a purchase. Case management systems involve a significant one-time expenditure in implementation which far exceeds Colusa's 1% reserve or yearly available funds for such a project. Therefore, the court is proposing in this application that funds be budgeted and set aside on a yearly basis to accumulate sufficient capital to fully or partially fund (in the event of matching or supplemental funding from the State) the implementation of a new case management system.</p> | | |
| SECTION II: AMENDED REQUEST CHANGES | | |
| <p>A. Identify sections and answers amended. Section I. Requested Amount, Section II. B., Section III. A., D., E. and F., Section IV.</p> <p>B. Provide a summary of the changes to the request. The changes in this amended request account for a decrease increase in the total value of the request based on the actual amount of funds available after the final cap reduction in FY17-18 updated information available as a result of the JCC CMS RFP and BCP effort. The Court had estimated an additional \$170,000 available to contribute towards our CMS project, however, only \$167,352 were available. Of note, the Department of Finance has approved the BCP for Legacy CMS systems; nevertheless, the Department of Finance has not finalized the Fiscal Year 19/20's budget. Additionally, the total requested BCP amount for Colusa (based on RFP information and costs of implementation in staffing) was nearly \$1.7million over the course of three fiscal years (solely for the CMS implementation). This amount represents the costs projected as necessary for an optimally effective implementation and transition. However, the Department of Finance has reduced the projected BCP award amount by \$159,997. This reduction eliminated essential staff that would be assigned to this project as well as consolidated the implementation timeline to two years, creating even further necessity for dedicated staff. While this amendment increases the amount requested for funds held, it represents what the Court believes it will be able to contribute to the CMS transition and ancillary projects given its current budgetary situation. Although the BCP is expected to be granted, there are ancillary costs and expenditures related to the transition that will not be covered. Therefore, this amendment is needed regardless of whether the BCP request is in fact granted. If the BCP request is not granted, these funds still represent a bare minimum starting point that would need to be</p> | | |

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~~supplemented in future fiscal years (or future amendments) to account for other costs associated with this large undertaking.~~

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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 in this situation is the size of the expense relative to the size of the court's yearly budget and reserves. Many vendors require significant payment to be made within the first fiscal year of contracting to secure licensing and pay implementation costs. Colusa's yearly 1% reserves amount to between \$20,000 and \$25,000 which will not be sufficient to pay for the initial costs of a new CMS. Additionally, given the difficulties many other courts have faced with CMS transitions, Colusa was planning on a longer transition period, yet the Department of Finance reduced the implementation period to two years. Reducing the implementation period would necessitate dedicated staff in order to achieve this timeline and additional funds would be required to carry the burden of ongoing costs beyond the funding period. This may result in the Court facing a choice between a rushed and problematic implementation, or having financial liabilities in a given fiscal year of transition without finances to cover them.

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?

A new case management system will allow the court to prepare for and accommodate the transition to a paper-on-demand or paperless environment, accommodate e-filing, significantly increase reporting and caseflow management capabilities, and automate processes. Additionally, it will allow Colusa to transition to a modern system that allows improved stakeholder integration and coordination on a state wide basis.

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

N/A. This may result in cost savings, but that is contingent on upkeep costs for a new CMS and salary savings resulting from new processes made possible by a new CMS. Therefore, these cost efficiencies are currently only hypothetical. More detail will be available in the future as more information is available.

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

If the request is not approved, the court will be wholly dependent on an approved BCP or other source of funding to fully fund the cost of transitioning to a modern CMS from its legacy CMS. In the current uncertain fiscal landscape, this could potentially leave Colusa with one of the oldest case management systems in the state. Colusa will soon be the only court in the state using the Ciber CMS, as all other courts in California have transitioned or are in the process of transitioning from Ciber. This places Colusa at a significant risk if Ciber makes the business decision to cease support operations for California courts. In the event Ciber does cease support operations for California courts, Colusa would be at risk of CMS failure resulting in a completely paper-based environment. Further Colusa would not have the financial ability or time to adequately prepare for and conduct a transition to an eventual replacement, as such a transition would inevitably be rushed to ensure continued CMS availability (from any vendor).

Additionally, if the forecasted budget reduction to the BCP is accurate, the Court will be forced to cover this deficit in order to avoid significant impacts in Court operations. Without dedicated staff to implement the new CMS, the responsibility will fall on Management and employees who are already maximizing their efforts in completing the necessary tasks to keep the Court function and provide access to justice to the public.

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

If this request is not approved, Colusa will remain on its current case management system: Ciber. However, because the other courts in California using this case management system have either migrated

to a new system or are in the process of migrating, Colusa is likely to be the sole California court still using Ciber sometime in FY 19/20. This raises issues and concerns regarding the economic feasibility of long term continued support from Ciber. Should support cease at any time, Colusa will have no means of performing the necessary updates to the Case Management System to remain compliant with laws and rules of court without resorting to processing tasks by hand. Such a change in process would yield drastic consequences in case processing time and the ability for the court to perform its duties in service to the public and 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?

A BCP which provides for State funding may be a superior alternative to holding funds in the TCTF. However, Colusa has always been keenly interested in wise and forward looking fiscal management. In the current uncertain fiscal landscape, it seems most appropriate that the Court at least begin making contributions towards investment into a new CMS and not be wholly dependent on a BCP. While a BCP will be sought for funding, it is the court's opinion that showing its own willingness to contribute will increase the likelihood of funding being provided.

In addition, Colusa would plan on leveraging funds from, and prioritizing the use of, its 2% Automation Fund to supplement funds set aside in the TCTF held on behalf process, and any BCP. Given the current projected costs of the CMS software, integration, and deployment, it is expected that the current \$201,650 balance in the 2% Automation Fund will be insufficient to account for the costs of such an undertaking (currently projected at nearly \$1,700,000 including associated labor, training, and equipment costs). Use of potential BCP funding, available 2% automation funds, and the TCTF funds held on behalf program, in tandem, will improve the timeline for acquisition, implementation, and transition to a new CMS. However, without the TCTF funds held on behalf program, Colusa would be solely dependent on BCP funding to acquire a CMS any time in the near future even if the Court fully depleted its 2% Automation Fund balance. This assessment is based on current growth rates of the 2% automation fund, WAFM impact of filing reductions, branch funding changes (or stagnation), and increasing operational and staff costs.

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 | | | | | |
|-----------------------|--|--------|--------|--------|--------|
| 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 | - | - | - | - |
|-------------------------|---|---|---|---|

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | - | - |
|--------------------------------|---|---|---|

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 | 21,158 | 143,350 | - | 48,885 | - | - | - | 213,393 |
| Revenues | 2,033,260 | 165,426 | 128,449 | 1,748 | | | | 2,328,883 |
| Expenditures | 2,013,749 | 149,415 | 146,027 | | | | | 2,309,191 |
| Operating Transfers In (Out) | (17,578) | | 17,578 | | | | | - |
| Ending Fund Balance | 23,091 | 159,361 | - | 50,633 | - | - | - | 233,085 |

| FY 2016-17 ▼ | FUNDS | | | | | | | |
|------------------------------|----------------|------------------------------|--------------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| Beginning Balance | 23,091 | 159,361 | - | 50,633 | | | | 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 | 172,421 | 0 | 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 | 172,421 | - | 51,016 | | | | 408,527 |
| Revenues | 2,047,707 | 139,399 | 87,464 | 785 | | | | 2,275,355 |
| Expenditures | 2,016,940 | 120,271 | 99,290 | | | | | 2,236,501 |
| Operating Transfers In (Out) | (11,827) | | 11,827 | | | | | - |
| Ending Fund Balance | 204,030 | 191,550 | - | 51,801 | - | - | - | 447,381 |

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

| | FY 2016-17 | FUNDS | | | | | | |
|--|------------------|---------------------------|-----------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| REVENUES | | | | | | | | |
| State Financing Sources | 2,139,486 | 11,824 | | | | | | 2,151,310 |
| Grants | - | | 116,554 | | | | | 116,554 |
| Other Financing Sources | 34,815 | 141,039 | | 383 | | | | 176,237 |
| TOTAL REVENUES | 2,174,301 | 152,863 | 116,554 | 383 | - | - | - | 2,444,101 |
| EXPENDITURES | | | | | | | | |
| Salaries | 734,405 | 2,958 | | | | | | 737,363 |
| Staff Benefits | 414,884 | 1,045 | | | | | | 415,929 |
| General Expense | 57,058 | 2,518 | 534 | | | | | 60,110 |
| Printing | 4,625 | | | | | | | 4,625 |
| Telecommunications | 44,903 | | | | | | | 44,903 |
| Postage | 14,201 | | | | | | | 14,201 |
| Insurance | 430 | | | | | | | 430 |
| Travel in State | 4,605 | | 277 | | | | | 4,882 |
| Travel Out of State | - | | | | | | | - |
| Training | 1,106 | | 360 | | | | | 1,466 |
| Security | - | | | | | | | - |
| Facilities Operations | 37,500 | | | | | | | 37,500 |
| Utilities | | | | | | | | - |
| Contracted Services | 363,835 | 132,235 | 124,387 | | | | | 620,457 |
| Consulting and Professional Services - County Provided | 2,571 | | | | | | | 2,571 |
| Information Technology (IT) | 136,865 | | | | | | | 136,865 |
| Major Equipment | - | | | | | | | - |
| Other Items of Expense | | | | | | | | - |
| Juror Costs | 2,358 | | | | | | | 2,358 |
| Other | 185,000 | | | | | | | 185,000 |
| Debt Service | - | | | | | | | - |
| Court Construction | - | | | | | | | - |
| Distributed Administration & Allocation | (1,047) | 1,047 | | | | | | - |
| Prior Year Expense Adjustment | | | | | | | | - |
| TOTAL EXPENDITURES | 2,003,299 | 139,803 | 125,558 | - | - | - | - | 2,268,660 |
| Operating Transfers In (Out) | (9,004) | | 9,004 | | | | | - |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 23,091 | 159,362 | - | 50,632 | | | | 233,085 |
| Ending Balance (Deficit) | 185,089 | 172,422 | - | 51,015 | - | - | - | 408,526 |

Current detailed budget projection court's behalf

| | FY 2017-18 | | FUNDS | | | | | |
|--|------------------|---------------------------|-----------------------|------------------|--------------|-------------|-----------|------------------|
| Description | General | Special Revenue Non-Grant | Special Revenue Grant | Capital Projects | Debt Service | Proprietary | Fiduciary | TOTAL |
| REVENUES | | | | | | | | |
| State Financing Sources | 2,015,873 | 16,363 | | | | | | 2,032,236 |
| Grants | | | 87,464 | | | | | 87,464 |
| Other Financing Sources | 31,834 | 123,036 | | 785 | | | | 155,655 |
| TOTAL REVENUES | 2,047,707 | 139,399 | 87,464 | 785 | - | - | - | 2,275,355 |
| EXPENDITURES | | | | | | | | |
| Salaries | 761,964 | 2,927 | | | | | | 764,891 |
| Staff Benefits | 551,381 | 1,507 | | | | | | 552,888 |
| General Expense | 62,227 | 2,022 | | | | | | 64,249 |
| Printing | 1,272 | | | | | | | 1,272 |
| Telecommunications | 45,290 | | | | | | | 45,290 |
| Postage | 16,079 | | | | | | | 16,079 |
| Insurance | 435 | | | | | | | 435 |
| Travel in State | 4,083 | | 1,194 | | | | | 5,277 |
| Travel Out of State | | | | | | | | - |
| Training | 667 | | 555 | | | | | 1,222 |
| Security | | | | | | | | - |
| Facilities Operations | 37,500 | | | | | | | 37,500 |
| Utilities | | | | | | | | - |
| Contracted Services | 391,087 | 112,826 | 97,542 | | | | | 601,455 |
| Consulting and Professional Services - County Provided | 2,512 | | | | | | | 2,512 |
| Information Technology (IT) | 141,152 | | | | | | | 141,152 |
| Major Equipment | | | | | | | | - |
| Other Items of Expense | | | | | | | | - |
| Juror Costs | 2,280 | | | | | | | 2,280 |
| Other | | | | | | | | - |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | (989) | 989 | | | | | | - |
| Prior Year Expense Adjustment | | | | | | | | - |
| TOTAL EXPENDITURES | 2,016,940 | 120,271 | 99,291 | - | - | - | - | 2,236,502 |
| Operating Transfers In (Out) | (11,827) | | 11,827 | | | | | - |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 185,089 | 172,422 | - | 51,015 | - | - | - | 408,526 |
| Ending Balance (Deficit) | 204,029 | 191,550 | - | 51,800 | - | - | - | 447,379 |

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 | 2,044,861 | 12,049 | | | | | | 2,056,910 |
| Grants | | | 49,606 | | | | | 49,606 |
| Other Financing Sources | 31,418 | 91,604 | | 1,026 | | | | 124,048 |
| TOTAL REVENUES | 2,076,279 | 103,653 | 49,606 | 1,026 | - | - | - | 2,230,564 |
| EXPENDITURES | | | | | | | | |
| Salaries | 696,967 | 2,747 | | | | | | 699,714 |
| Staff Benefits | 496,312 | 1,210 | | | | | | 497,522 |
| General Expense | 76,510 | 1,869 | | | | | | 78,379 |
| Printing | 3,731 | | | | | | | 3,731 |
| Telecommunications | 33,093 | | | | | | | 33,093 |
| Postage | 16,359 | | | | | | | 16,359 |
| Insurance | 603 | | | | | | | 603 |
| Travel in State | 3,548 | | 805 | | | | | 4,353 |
| Travel Out of State | | | | | | | | - |
| Training | 1,217 | | 325 | | | | | 1,542 |
| Security | | | | | | | | - |
| Facilities Operations | 33,320 | | | | | | | 33,320 |
| Utilities | | | | | | | | - |
| Contracted Services | 342,118 | 91,806 | 60,503 | | | | | 494,427 |
| Consulting and Professional Services - County Provided | 7,707 | | | | | | | 7,707 |
| Information Technology (IT) | 157,242 | | | | | | | 157,242 |
| Major Equipment | | | | | | | | - |
| Other Items of Expense | 1 | | | | | | | 1 |
| Juror Costs | 776 | | | | | | | 776 |
| Other | - | | | | | | | - |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | (1,600) | 1,600 | | | | | | - |
| Prior Year Expense Adjustment | - | | | | | | | - |
| TOTAL EXPENDITURES | 1,867,904 | 99,232 | 61,633 | - | - | - | - | 2,028,769 |
| Operating Transfers In (Out) | (4,843) | | 4,843 | | | | | - |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 204,029 | 191,550 | - | 51,800 | - | - | - | 447,379 |
| Ending Balance (Deficit) | 407,561 | 195,971 | (7,184) | 52,826 | - | - | - | 649,174 |

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 | 2,110,873 | 18,000 | | | | | | 2,128,873 |
| Grants | | | 101,000 | | | | | 101,000 |
| Other Financing Sources | 31,950 | 118,000 | | 195 | | | | 150,145 |
| TOTAL REVENUES | 2,142,823 | 136,000 | 101,000 | 195 | - | - | - | 2,380,018 |
| EXPENDITURES | | | | | | | | |
| Salaries | 800,000 | 5,000 | | | | | | 805,000 |
| Staff Benefits | 575,000 | 1,875 | | | | | | 576,875 |
| General Expense | 105,000 | 3,800 | | | | | | 108,800 |
| Printing | 1,200 | | | | | | | 1,200 |
| Telecommunications | 40,000 | | | | | | | 40,000 |
| Postage | 18,500 | | | | | | | 18,500 |
| Insurance | 500 | | | | | | | 500 |
| Travel in State | 7,500 | | 600 | | | | | 8,100 |
| Travel Out of State | | | | | | | | - |
| Training | 5,675 | | 500 | | | | | 6,175 |
| Security | | | | | | | | - |
| Facilities Operations | 42,000 | | | | | | | 42,000 |
| Utilities | | | | | | | | - |
| Contracted Services | 505,000 | 124,000 | 110,000 | | | | | 739,000 |
| Consulting and Professional Services - County Provided | 3,200 | | | | | | | 3,200 |
| Information Technology (IT) | 307,500 | | | | | | | 307,500 |
| Major Equipment | 73,000 | | | | | | | 73,000 |
| Other Items of Expense | | | | | | | | - |
| Juror Costs | 5,000 | | | | | | | 5,000 |
| Other | 30,000 | | | | | | | 30,000 |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | | | | | | | | - |
| Prior Year Expense Adjustment | | | | | | | | - |
| TOTAL EXPENDITURES | 2,519,075 | 134,675 | 111,100 | - | - | - | - | 2,764,850 |
| Operating Transfers In (Out) | (10,100) | | 10,100 | 195 | | | | 195 |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 407,561 | 195,971 | (7,184) | 52,826 | - | - | - | 649,174 |
| Ending Balance (Deficit) | 21,209 | 197,296 | (7,184) | 53,216 | - | - | - | 264,537 |

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 | 2,110,873 | 18,000 | | | | | | 2,128,873 |
| Grants | | | 103,875 | | | | | 103,875 |
| Other Financing Sources | 33,545 | 118,000 | | 195 | | | | 151,740 |
| TOTAL REVENUES | 2,144,418 | 136,000 | 103,875 | 195 | - | - | - | 2,384,488 |
| EXPENDITURES | | | | | | | | |
| Salaries | 772,000 | 5,100 | | | | | | 777,100 |
| Staff Benefits | 562,000 | 1,900 | | | | | | 563,900 |
| General Expense | 105,000 | 3,800 | | | | | | 108,800 |
| Printing | 750 | | | | | | | 750 |
| Telecommunications | 51,000 | | | | | | | 51,000 |
| Postage | 18,500 | | | | | | | 18,500 |
| Insurance | 500 | | | | | | | 500 |
| Travel in State | 500 | | 600 | | | | | 1,100 |
| Travel Out of State | | | | | | | | - |
| Training | 3,250 | | 500 | | | | | 3,750 |
| Security | | | | | | | | - |
| Facilities Operations | 52,000 | | | | | | | 52,000 |
| Utilities | | | | | | | | - |
| Contracted Services | 342,000 | 120,000 | 110,000 | | | | | 572,000 |
| Consulting and Professional Services - County Provided | 750 | | | | | | | 750 |
| Information Technology (IT) | 185,000 | | | | | | | 185,000 |
| Major Equipment | | | | | | | | - |
| Other Items of Expense | | | | | | | | - |
| Juror Costs | 5,000 | | | | | | | 5,000 |
| Other | | | | | | | | - |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | | | | | | | | - |
| Prior Year Expense Adjustment | | | | | | | | - |
| TOTAL EXPENDITURES | 2,098,250 | 130,800 | 111,100 | - | - | - | - | 2,340,150 |
| Operating Transfers In (Out) | (7,225) | | 7,225 | 195 | | | | 195 |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 21,209 | 197,296 | (7,184) | 53,216 | - | - | - | 264,537 |
| Ending Balance (Deficit) | 60,152 | 202,496 | (7,184) | 53,606 | - | - | - | 309,070 |

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 | 2,110,873 | 18,000 | | | | | | 2,128,873 |
| Grants | | | 98,500 | | | | | 98,500 |
| Other Financing Sources | 33,545 | 118,000 | | 195 | | | | 151,740 |
| TOTAL REVENUES | 2,144,418 | 136,000 | 98,500 | 195 | - | - | - | 2,379,113 |
| EXPENDITURES | | | | | | | | |
| Salaries | 772,000 | 5,100 | | | | | | 777,100 |
| Staff Benefits | 562,000 | 1,900 | | | | | | 563,900 |
| General Expense | 115,000 | 3,800 | | | | | | 118,800 |
| Printing | 750 | | | | | | | 750 |
| Telecommunications | 51,000 | | | | | | | 51,000 |
| Postage | 18,500 | | | | | | | 18,500 |
| Insurance | 500 | | | | | | | 500 |
| Travel in State | 500 | | 600 | | | | | 1,100 |
| Travel Out of State | | | | | | | | - |
| Training | 3,250 | | 500 | | | | | 3,750 |
| Security | | | | | | | | - |
| Facilities Operations | 52,000 | | | | | | | 52,000 |
| Utilities | | | | | | | | - |
| Contracted Services | 360,000 | 110,000 | 110,000 | | | | | 580,000 |
| Consulting and Professional Services - County Provided | 750 | | | | | | | 750 |
| Information Technology (IT) | 195,750 | | | | | | | 195,750 |
| Major Equipment | | | | | | | | - |
| Other Items of Expense | | | | | | | | - |
| Juror Costs | 5,000 | | | | | | | 5,000 |
| Other | | | | | | | | - |
| Debt Service | | | | | | | | - |
| Court Construction | | | | | | | | - |
| Distributed Administration & Allocation | | | | | | | | - |
| Prior Year Expense Adjustment | | | | | | | | - |
| TOTAL EXPENDITURES | 2,137,000 | 120,800 | 111,100 | - | - | - | - | 2,368,900 |
| Operating Transfers In (Out) | (7,225) | | 7,225 | 195 | | | | 195 |
| Fund Balance (Deficit) | | | | | | | | |
| Beginning Balance (Deficit) | 60,152 | 202,496 | (7,184) | 53,606 | - | - | - | 309,070 |
| Ending Balance (Deficit) | 60,345 | 217,696 | (12,559) | 53,996 | - | - | - | 319,478 |

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) | 60,345 | 217,696 | (12,559) | 53,996 | - | - | - | 319,478 |
| Ending Balance (Deficit) | 60,345 | 217,696 | (12,559) | 53,996 | - | - | - | 319,478 |

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) | 60,345 | 217,696 | (12,559) | 53,996 | - | - | - | 319,478 |
| Ending Balance (Deficit) | 60,345 | 217,696 | (12,559) | 53,996 | - | - | - | 319,478 |

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

| Expenses Category | | Amount |
|-------------------|--|------------------|
| GL Account | Description | |
| 900000 | Salaries | 228,285 |
| 910000 | Staff Benefits | 102,728 |
| 920001 | General Expense | |
| 924000 | Printing | |
| 925000 | Telecommunications | |
| 926000 | Postage | |
| 928000 | Insurance | |
| 929000 | Travel in State | 5,000 |
| 931000 | Travel Out of State | |
| 933000 | Training | 20,000 |
| 934000 | Security | |
| 935000 | Facilities Operations | |
| 936000 | Utilities | |
| 938000 | Contracted Services | 1,133,600 |
| 940000 | Consulting and Professional Services - County Provided | |
| 943000 | Information Technology (IT) | 148,200 |
| 945000 | Major Equipment | 66,500 |
| 950000 | Other Items of Expense | |
| 972000 | Other | |
| 973000 | Debt Service | |
| 983000 | Court Construction | |
| 990000 | Distributed Administration & Allocation | |
| Total | | 1,704,313 |

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 ▼ | FY 2019-20 ▼ | FY 2020-21 ▼ | FY 2021-22 ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Total |
|--------------------|--------------|--------------|--------------|--------------|--------------|--------------|----------------------|----------------------|-----------|
| Contribution | 150,000 | 167,352 | 325,000 | | | | | | 642,352 |
| Expenditures | | | - | 80,000 | 175,000 | 387,352 | | | 642,352 |
| Cumulative Balance | 150,000 | 317,352 | 642,352 | 562,352 | 387,352 | - | - | - | 1,284,704 |

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:**

Mendocino

PERSON AUTHORIZING REQUEST (Presiding Judge or Court Executive Officer):
Kim Turner**CONTACT PERSON AND CONTACT INFO:**

April Allen, april.allen@mendocino.courts.ca.gov

DATE OF SUBMISSION:

5/8/2020

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

CONTRIBUTION IN FY 18/19 - \$777,000

EXPENDITURE IN FY 19/20 – \$524,565

PROJECTED EXPENDITURE IN FY 20/21
- \$252,435**REQUESTED AMOUNT:**

\$252,435

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 received approval to have \$777,000 held by JCC in FY 18/19 for the purchase and development of a new case management system and for related equipment and network infrastructure. The Court is in the process of deploying Tyler Technology's Odyssey Case Manager product but will not complete the development and deployment in the current fiscal year. Please authorize transferring \$252,435 to FY 20/21 to complete the deployment of this new case management system.

SECTION II: AMENDED REQUEST CHANGES**A. Identify sections and answers amended.**

No sections are amended, except that the scope of the planned expenditures will be solely for the CMS and will not be used for other contracted IT services or IT major equipment.

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

Originally the Court planned to set aside funds for the new CMS and to upgrade network equipment. At the time the request was made the final cost of the CMS was not yet known. The contract for the CMS with Tyler Technologies is \$830,586 so the Court will only use all \$777,000 of these funds to pay for the CMS. The other planned expenditures, all related to the upgrade of the CMS, will be paid from operations funds and 2% automation funds.

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.**

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?**

- 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?**

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
- 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 | | | | | |
|-----------------------|--|--------|--------|--------|--------|
| 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 | - | - | - | - |
|-------------------------|---|---|---|---|

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 | | | | |
|------------------------------|--|--------|--------|--------|
| 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 | - | - | - |
|--------------------------------|---|---|---|

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

| Select Fiscal Year ▼ | 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 | - | - | - | - | - | - | - | - |

| Select Fiscal Year ▼ | 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 | - | - | - | - | - | - | - | - |

| Select Fiscal Year ▼ | 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

| | 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) | | | | | | | | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

Current detailed budget projection 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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| Ending Balance (Deficit) | - | - | - | - | - | - | - | - |

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) | - | - | - | - | - | - | - | - |
| 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 | 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 | - | - | - | - | - | - | - | - | - |

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 ▼ | FY 2019-20 ▼ | FY 2020-21 ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Total |
|--------------------|--------------|--------------|--------------|--------------|--------------|----------------------|----------------------|----------------------|---------|
| Contribution | 777,000 | | | | | | | | 777,000 |
| Expenditures | | 777,000 | | | | | | | 777,000 |
| Cumulative Balance | 777,000 | - | - | - | - | - | - | - | - |

Amended request

| Description | FY 2018-19 ▼ | FY 2019-20 ▼ | FY 2020-21 ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Select Fiscal Year ▼ | Total |
|--------------------|--------------|--------------|--------------|----------------------|----------------------|----------------------|----------------------|----------------------|---------|
| Contribution | 777,000 | | | | | | | | 777,000 |
| Expenditures | | 524,565 | 252,435 | | | | | | 777,000 |
| Cumulative Balance | 777,000 | 252,435 | - | - | - | - | - | - | - |

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*)