

2025 Budget Preparation Seminar



Table of Contents

Slide Topic	Slide Number
2025 Budget Development Calendar	5
OMB Contact list	6
Departmental Targets	7
Information Technology	10
Performance Management	11
Interdepartmental Service Agreements	12
Entering & Submitting Budget Data	14
Entering Contract Detail	18
Creating Budget Reports	21
Monthly Allocation Plan	25
Grants Plan	28



Nassau County Budget Director Andrew Persich

Welcome to the FY 2025 Budget



AP

FY 2025 Budget Kick-off Meeting

JUNE 26
APEX/BPREP
OPENS

JULY 19
BUDGET
SUBMISSIONS
DUE

AUGUST
BUDGET
MEETINGS
WITH
AGENCIES

AUG/SEPT
OMB & CE
BUDGET
REVIEW

SEPT 16
FISCAL 2025
PROPOSED
BUDGET & MYP



AP

2023/2024 Major Accomplishments

➤ Bond upgrades

- Moody's – Upgraded to Aa2 (Stable)
- Fitch – Upgraded to AA (Stable)
- S & P – Remained at AA- (Outlook changed to Positive)



AP

2025 Budget Development Calendar

Date	Activities
05/31	Departmental Narratives Due Back to OMB
06/26	Budget Seminar
06/26	Apex/ BPREP opens
07/01	Multi-Year Plan Update Released
07/12	CPAR performance measures Due Back to OMB
07/19	Budget Submissions Due Back to OMB
08/02	Grants Budget Submissions Due Back to OMB
08/05-08/16	Review Budget Submissions/Departmental Meetings
08/30	Interdepartmental Service Agreements (ISAs) Due Back to OMB
09/16	Proposed Fiscal 2025 Budget and 2025-2028 Multi-Year Plan Released
TBD	Legislative Budget Hearings
10/30	Deadline for Legislature to Adopt Budget and Multi-Year Plan

Please be mindful of your summer planned vacations and work with OMB staff to schedule meetings as soon as possible to ensure compliance at all levels



OMB Contact List

Andrew Persich	Budget Director	571-0413	apersich@nassaucountyny.gov
Christopher Nolan	Sr. Deputy Director	571-4269	cnolan@nassaucountyny.gov
Irfan Qureshi	Sr. Deputy Director	571-0462	iqureshi@nassaucountyny.gov
Irina Sedighi	Deputy Director	571-1459	isedighi@nassaucountyny.gov
Daniela Capozzo	Manager Bgt. Analyst	571-0556	dcapozzo@nassaucountyny.gov
Donna Chisena	Secretary	571-3122	dchisena@nassaucountyny.gov
Steve Conkling	Debt Manager	571-3023	sconkling@nassaucountyny.gov
Robert Conroy	Deputy Director	571-1765	rconroy1@nassaucountyny.gov
Jenna Ferrante	Budget Examiner	571-4221	jferrante@nassaucountyny.gov
Nadiya Gumieniak	Manager Bgt. Analyst	571-6335	ngumieniak@nassaucountyny.gov
Harvey Liebman	Budget Examiner	571-5997	hliebman@nassaucountyny.gov
Aniello Morgillo	Associate Bgt. Examiner	571-4385	amorgillo@nassaucountyny.gov
Jeff Nogid	Cash Mgr & DB Adm	571-4373	jnogid@nassaucountyny.gov
Renee Reddy	Budget Examiner	571-0799	rreddy@nassaucountyny.gov
Dennis Steiner	Sr. Budget Examiner	571-7735	dsteiner@nassaucountyny.gov
Elizabeth Valerio	Sr. Budget Examiner	571-5735	evalerio@nassaucountyny.gov
<i>Help Desk</i>	<i>Technical Support</i>	<i>571-HELP</i>	<i>HelpDesk@nassaucountyny.gov</i>
<i>Stacie Schuman</i>	<i>Apex Tech Support</i>	<i>571-0675</i>	<i>sschuman@nassaucountyny.gov</i>
<i>Kathryn Bailey</i>	<i>Apex Tech Support</i>	<i>571-0550</i>	<i>kbailey@nassaucountyny.gov</i>



Departmental Targets

- OMB requires that departments adhere to budget targets
- Expenditures should **not** be increased unless there is a corresponding revenue positive initiative or other expenditure reduction proposed
- Proposed reductions should focus on programs that the County is **not mandated** to provide by State and/or Federal legislation
 - Reductions to mandated programs resulting from initiatives to provide the service more cost effectively **are** encouraged

OMB staff encourages departments to reach out for assistance on all questions



Departmental Targets

- Full-Time HC & Salary Targets are preloaded at the level of the 04/18/2024 Payroll for all employees. This includes the contract related steps and COLA for union members.
- Part-Time & Seasonal Targets include HC and amounts based on prior year history.
 - Salary Extras are preloaded based on prior year results;
- Termination Pay & Longevity (See next slide)
- Fringes are budgeted centrally by OMB.
- OTPS & Revenue Targets are based on prior year results and current year's projections.
- BJ/HF should **not** be entered by the Departments; a member of the OMB staff will be coordinating the ISA process (See ISA slide)



Termination Pay & Longevity

Termination Pay

The components of Termination Pay are:

- The remaining portion of the three pays from 2022 and 2023
- Due to the implementation of the 401-a Plan and the expectation that it's benefits will be maximized, OMB will use the average of the 2021, 2022, and 2023 final current obligations for the new 2025 Termination Pay.

Longevity

The calculation of Longevity Pay is the amount of the pre-settlement Longevity per person adjusted for those still onboard as of April 18. All Longevity above this amount will be moved to the LIT Reserve Fund during the fiscal year.



Information Technology

Reminder, the IT Department has centralized the management of all contracts related to maintenance and software. Refer to 2025 Budget Manual for additional information.

- IT staff is working with individual departments to verify Maintenance and Software Contracts
 - Departments should coordinate with IT prior to submission deadline, July 19
- New needs must be submitted to and approved by IT
 - This includes both equipment and software



Performance Management

For your Fiscal 2025 submittal, existing CPAR performance measures and new proposed CPAR performance measures should be:

- Consistent with the goals & objectives described in your Departmental narrative
- Numeric & monitored on a monthly or quarterly basis
- Within your Department's direct managerial control or influence
- Assigned a realistic annual target (given the current economic environment), with the expectation for year over year improvement where feasible



Interdepartmental Service Agreements

- An ISA is an agreement between two (2) departments to perform a service. Departments that receive revenue reimbursement for program related expenses from another department must participate in the ISA process in order to properly record and claim the expense
 - The department that performs the service is the “seller” department (Object code BJ-Interdepartmental Revenue)
 - The department that receives the service is the “buyer” department (Object code HF-Interdepartmental Expense)
- For Grants funds that reimburse the operating budget, use revenue code BW for inter-fund revenue and expense code HH for inter-fund charges



Interdepartmental Service Agreements

- The development and processing of ISA's will take place through the ISA application located at the following website:
<https://apex5.nassaucountyny.gov/ords/f?p=DASH>
- ISA's are to be initiated by the Seller Department and is only completed once OMB has approved the ISA. The ISA needs to be approved to be included in the 2025 Budget.
- When an ISA form is completed and signed by Seller the form is automatically sent to the indicated Buyer for signature. Once both Seller and Buyer sign off, OMB receives the ISA for review.
- Once the ISA is approved by OMB, both Seller and Buyer Departments are notified.
- Indirect and Fringe rate details may be found on the website under the Resources tab.
- Please address your questions to Irina Sedighi

IS



How Do I Enter Budget Data?

- Go to the Budget Input Tab in the APEX application
- You have two options to enter data :
 - Option 1 : index code level by object
 - Option 2 : control center level by object
- Both options summarize the total head count entered for Full-time, Part-time and Seasonal within the Index code that you are working on
- You can switch between the two options to input the data
- Enter **Total Departmental Requests NOT** adjustments to the targets
- Departments should explain budgetary needs by using **Edit & Notes** in APEX
- If additional codes need to be added contact Jeff Nogid or Nadiya Gumieniak.



How Do I Enter Data?

Option 1

NASSAU COUNTY, NY Nassau County Budget Department Budget B-Prep [My Dashboard](#) [Welcome Michael Gaffney \(MGAFFNEY\)](#) [User Tools](#) [Log Out](#)

Home Targets **Budget Input** Budget Reports Monthly Allocation SGI Projections NIFS Data

Department Request Input Screen

Other Input Methods **Index Code & Object** Dept Object

Index Code * Object * Dept

Total Rev	0 ?	FT HC	0 ?
Total Exp	0 ?	PT HC	0 ?
Total HC	0 ?	SE HC	0 ?



How Do I Enter Data?

Option 2

NASSAU COUNTY, NY Nassau County Budget Department Budget B-Prep

Home Targets Budget Input Budget Reports Monthly Allocation SGI Projections NIFS Data

My Dashboard Welcome Michael Gaffney (MGAFFNEY) User Tools Log Out

Department Request Input screen by Dept and Control Center

Other Input Methods Index Code & Object **Dept & CC & Object**

Dept * BU Ctrl Ctr * 10 Object All Objects Index code -- All Index Codes - **Go**

Total Rev	0	FT HC	0
Total Exp	0	PT HC	0
Total HC	0	SE HC	0



How Do I Enter Contract Detail?

- Select DE in the Object drop down menu
 - You will not be allowed to enter a gross number at the sub-object level
- Click the detail link to access the detail screen
- Prior Year submissions are listed by vendor – NO PRIOR YEAR AMOUNTS ARE INCLUDED
- Mandated/Non-Mandated must be selected in order to submit
(MUST FILL OUT ALL FIELDS OR DATA WILL CLEAR WHEN SUBMITTED)
- If mandated, you must specify the Local Law or Authority in the notes
- Enter reimbursement rate if applicable
- After you finished entering your contract information click “Submit” then click “Go Back” and check your submission in the “Dept. Request Amt.” column



How Do I Enter Contract Detail?

- To continue finding ways of reducing costs, a report with the 2024 County-wide budgeted contracts is available to all agencies
- This report gives the opportunity to cross reference services with other agencies and perhaps negotiate better rates or consolidate similar services
- The following slide shows how to view the report

The screenshot displays the Nassau County Budget Department Budget B-Prep interface. The 'Budget Reports' dropdown menu is open, showing the following options:

- Index/SubObject Reports
- Detail Reports
- Object by Exp/Rev
- LG 3 Yr Projections
- Budget Summary Report
- Headcount Summary Report
- Department Request Details
- BE All Details
- Program to Eliminate Gap Details
- BD All Details
- CE All Details
- LG All Details
- PEG2 All Details
- Vendor History Report (highlighted with a yellow arrow)

The background shows a 'Department Request Input screen' with the following fields:

- Other Input Methods: Index Code & Obj
- Dept: BU
- Ctrl Ctr: 10

A summary table on the right shows the following data:

Category	Value	Unit	Value
Total Rev	0	FT HC	0
Total Exp	0	PT HC	0
Total HC	0	SE HC	0



How Do I Enter Contract Detail?

DR B Prep by Dept CC Object

apex5.nassaucountyny.gov/ords/f?p=279:705:5702934780886::RP:P705_DEPT,P705_CC,P705_OBJECT,P705_INDEX_CODE,P705_TYPE:HS,10,DE,~,Department%20Request&cs=3M...

NASSAU COUNTY, NY Nassau County Budget Department Budget B-Prep

My Dashboard Welcome Irfan Qureshi (IQURESHI) User Tools Log Out

Home Targets Budget Input Budget Reports Monthly Allocation SGI Projections Archives Maint

Department Request Input screen by Dept and Control Center

Other Input Methods Index Code & Object Dept & CC & Object

Dept * HS Ctrl Ctr * 10 Object DE Index code -- All Index Codes - Go

Total Rev 0 FT HC 0
Total Exp 0 PT HC 0
Total HC 0 SE HC 0

Search: All Text Columns Go Actions Edit Save Reset

Budget Subobject	2 Prior Year Actual	Prior Year Actual	Curr Year Budget	Target HC Amt.	Mandate	Re-im-bursable	Dept Request HC	Rate	Dept Request Amt	See Details	Notes
DE500 - HSGEN1100 MISCELLANEOUS CONTRACT...	0	10,000	0	0	No	None	0	0	0	View Details	
DE500 - HSGEN1200 MISCELLANEOUS CONTRACT...	23,660	20,200	23,660	23,660	No	None	0	0	0	View Details	
DE500 - HSGEN1501 MISCELLANEOUS CONTRACT...	13,050	6,800	0	0	No	None	0	0	0	View Details	
DE500 - HSGEN1502 MISCELLANEOUS CONTRACT...	101,851	100,089	250,000	250,000	No	None	0	0	0	View Details	R
DE500 - HSGEN1602 MISCELLANEOUS CONTRACT...	0	0	0	0	No	None	0	0	0	View Details	
DE511 - HSGEN1100 PROGRAM AGENCIES	0	0	85,000	85,000	No	None	0	0	0	View Details	
DE511 - HSGEN1200 PROGRAM AGENCIES	15,455,940	16,919,115	18,171,563	18,171,563	No	None	0	0	0	View Details	
DE511 - HSGEN1208 PROGRAM AGENCIES	0	0	0	0	No	None	0	0	0	View Details	
DE511 - HSGEN1209			0	0	No	None	0	0	0	View	



How Do I Enter Contract Detail?

BPI Detail - option 2A DE

apex5.nassaucountyny.gov/ords/f?p=279:715:5702934780886:::715:P715_BPL_ID,P715_TYPE,P715_DEPT,P715_CC,P715_PG,CAME_FROM,P715_OBJECT:31644,Department%20Requ...

NASSAU COUNTY, NY Nassau County Budget Department
Budget B-Prep

My Dashboard Welcome Irfan Qureshi (IQURESHI) User Tools Log Out

Home Targets **Budget Input** Budget Reports Monthly Allocation SGI Projections Archives Maint

All Budget Item Details for Dept HS and CC 10 [Go Back](#)

Q Go Rows 20 Actions

Vendor ↑	Index Code	Budget Sub Object	Rate	HC	Amt.	Notes
BELMONT	HSGEN1324	DE511	0	0	0	-
BELMONT CHILD CARE ASSOC	HSGEN1324	DE511	0	0	0	-
BIG BROTHERS / SISTERS OF LI	HSGEN1324	DE511	0	0	0	bbbs
BU ADJ	HSGEN1200	DE511	0	0	0	PER SEEMA'S E-MAIL
CATHOLIC CHARITIES	HSGEN1200	DE511	0	0	0	CM EISEP 1,325,500 2018 RFP 75%
CATHOLIC CHARITIES	HSGEN1200	DE511	0	0	0	CSE 623,402.75%
CATHOLIC CHARITIES	HSGEN1200	DE511	0	0	0	IIIC-2 1,315,442 2018 RFP
CATHOLIC CHARITIES	HSGEN1200	DE511	0	0	0	IIIC-1 & IIIIE 661,457 80%
CATHOLIC CHARITIES CSE	HSGEN1200	DE511	0	0	0	CSE
CEDARMORE	HSGEN1324	DE511	0	0	0	new
CENTRAL NASSAU GUID.	HSGEN1501	DE511	0	0	0	50% reimbursable
CHARLES EVANS	HSGEN1501	DE511	0	0	0	50% reimbursable
CHOICE FOR ALL	HSGEN1324	DE511	0	0	0	Roosevelt
CIRCULO DE LA HISPNIIDAD	HSGEN1324	DE511	0	0	0	circulo
CITY OF GLEN COVE YOUTH BUREAU	HSGEN1324	DE511	0	0	0	-
CNG	HSGEN1501	DE511	0	0	0	Jail Diversion



Creating Budget Reports

- Select the Budget Reports Tab
- Click on Detail Reports from the drop-down menu
- Select Department Request Details
- Manipulate data
- Click Actions Tab then select Download to download the report
 - For your convenience remember to save as an Excel document
- Helps provide detailed information for each icon
- For detailed help with creating reports please contact Jeff Nogid, or your Budget Analyst
- These same steps can be followed for the new County-Wide Vendor reports



Creating Reports

NASSAU COUNTY, NY Nassau County Budget Department Budget B-Prep

Home Targets Budget Input **Budget Reports** Monthly Allocation SGI Projections NIFS Data

DR Downloadable All Detail

Q

Dept. Fund Index Code

Dept.	Fund	Index Code	Subobject	Item	Amt.
AC	GEN	ACGEN1000			
AC	GEN	ACGEN1000			
AC	GEN	ACGEN1000	INVESTIGATIONS AAFEP		
AC	GEN	ACGEN1000	INVESTIGATIONS AAXTU		
AC	GEN	ACGEN1000	INVESTIGATIONS DD401		
AC	GEN	ACGEN1000	INVESTIGATIONS DD401		
AC	GEN	ACGEN1000	INVESTIGATIONS DD401		
AC	GEN	ACGEN1000	INVESTIGATIONS DD401		
AC	GEN	ACGEN1000	INVESTIGATIONS DD401		
AC	GEN	ACGEN1000	INVESTIGATIONS DD402		
AC	GEN	ACGEN1000	INVESTIGATIONS DD402		

Index/SubObject Reports >
Detail Reports > **Department Request Details**
Object by Exp/Rev
LG 3 Yr Projections >
Budget Summary Report
Headcount Summary Report
Program to Eliminate Gap Details
BD All Details
CE All Details
LG All Details
PEG2 All Details
Vendor History Report

Subobject & Title Item Amt.

Subobject & Title	Item	Amt.
AA9SS DEPUTY CO ATTORNEY	-	0
AACDK FIELD AUDITOR I	-	0
AAFEP COMMISSIONER OF INVESTIGATIONS	-	0
AAXTU CONFIDENTIAL ASST TO COMM OF INVEST	-	0
DD401 COPYING BLUEPRINT SUPPLIES AND EXPENSES	-	0
DD401 COPYING BLUEPRINT SUPPLIES AND EXPENSES	-	0
DD401 COPYING BLUEPRINT SUPPLIES AND EXPENSES	-	0
DD401 COPYING BLUEPRINT SUPPLIES AND EXPENSES	-	0
DD401 COPYING BLUEPRINT SUPPLIES AND EXPENSES	-	0
DD402 POSTAGE DELIVERY	-	0
DD402 POSTAGE DELIVERY	-	0

1 - 10 >



Creating Reports

Budgeted vendors reports

The screenshot shows the Nassau County Budget Department website interface. The top navigation bar includes the Nassau County logo, the text 'NASSAU COUNTY, NY', and 'Nassau County Budget Department Budget B-Prep'. There are links for 'My Dashboard', 'Welcome Michael Gaffney (MGAFFNEY)', 'User Tools', and 'Log Out'. The main navigation menu includes 'Home', 'Targets', 'Budget Input', 'Budget Reports', 'Monthly Allocation', 'SGI', 'Projections', and 'NIFS Data'. The 'Budget Reports' dropdown menu is open, showing options like 'Index/SubObject Reports', 'Detail Reports', 'Object by Exp/Rev', 'LG 3 Yr Projections', 'Budget Summary Report', and 'Headcount Summary Report'. A sub-menu is also open, listing 'Department Request Details', 'BE All Details', 'Program to Eliminate Gap Details', 'BD All Details', 'CE All Details', 'LG All Details', 'BE All Details', and 'Vendor History Report'. The 'Vendor History Report' option is circled in red. Below the menu, there is a table titled 'All Vendors History Report' with columns for Vendor, Fund, Department, Budget Year, SubObject Title, Notes, and NIFA Conform Amt. The table contains several rows of vendor data.

Vendor	Fund	Dept	Budget Year	SubObject Title	Notes	NIFA Conform Amt	
3-D INDUST COIL REPAIR	GEN	PW 06	PWGEN0640	SUPPORT SE	MISCELLANEOUS CONTRACTUAL SERV	DPW STAFF CANNOT MAKE THESE REPAIRS ON FAN COILS	25,000
3D INDUSTRIAL	GEN	CC 10	CCGEN1540	FACILITY MA	MAINTENANCE SVCS	Coil Replacements	100,000
3D INDUSTRIAL	GEN	PK 30	PKGGEN3260	POOLS & RINKS MAINTENANCE	DE500 MISCELLANEOUS CONTRACTUAL SERV	ice rink m/r	50,000
AAA PARTY RENTALS	GEN	PK 30	PKGGEN3110	ADMINISTRATION	DE500 MISCELLANEOUS CONTRACTUAL SERV	tent rentals for events	20,000
AARCO	GEN	PW 00	PWGEN1070	TANK COMPLIANCE	DETNK TANK TESTING REPAIR & COMPLIANCE	Tank Testing and Removal mandated by DEC and EPA new Hydrostatic testing required as of 10/18	90,000
ABRAMS FENSTERMAN	GEN	AT 10	ATGEN1100	ADMINISTRATION DIVISION	DE502 LEGAL	Coliseum Asbestos	300,000
ACCESSDATA FTK	GEN	DA 10	DAGEN1100	ADMINISTRATION	DE5A5 SOFTWARE CONTRACTS	Maintenance and support of forensic software that assists in the analysis of digital evidence.	7,636
ACISS	GEN	DA 10	DAGEN1100	ADMINISTRATION	DE5A5 SOFTWARE CONTRACTS	Annual renewal of support, maintenance, upgrade services and escrow fee.	24,626
ACME	GEN	PW 03	PWGEN0325	FM AMBULANCES	DE500 MISCELLANEOUS CONTRACTUAL SERV	Misc	4,000
ACME	GEN	PW 03	PWGEN0320	FLEET MANAGEMENT	DE500 MISCELLANEOUS CONTRACTUAL SERV	Radiator repair-new vendor parts cost \$100-\$4500	11,000



Monthly Allocation Plan

- After the 2025 Budget has been adopted, Departments will be able to input their 2025 spending and revenue plans into the Monthly Allocation Application screen in APEX
- The adopted amounts for object and sub-object code will be loaded and Departments will have the opportunity to allocate the budget for each code for each month of the year (including Month 13). This will serve as each Department's Allocation Plan for 2025
 - APEX controls by object code so the total amounts for each sub-object in the budget do not need to tie to budget only the total object code amount.



Monthly Allocation Plan

The Monthly Allocation Plan APEX Application is comprised of the following tabs:

- **Allocation Plan Tab:** Departments will allocate their 2025 Adopted Budget by month for all expense and revenue Object and Sub-object codes
- **Allocation Plan Report Tab:** Create reports of Allocation Plan data – similar to the Budget Prep Application report feature
- **Allocation Explanations Report Tab & Allocation by Exp/Rev Reports Tab:** Again, similar capabilities to the other report features discussed earlier.



Monthly Allocation Screens

Allocation Plan Report SubTab

NASSAU COUNTY, NY Nassau County Budget Department Budget B-Prep

Home Targets Budget Input Budget Reports **Monthly Allocation** SGI Projections NIFS Data

Choose Year: 2022

Allocation Plan Report

Go Rows: 50 Actions


Plan Year	Dept	CC	Fund	Object	SubObject	E/R	Original Budget	Plan Jan	Plan Feb	Plan Mar	Plan Apr	Plan May	Plan Jun	Plan Jul	Plan Aug	Plan Sep	Plan Oct	Plan Nov	Plan Dec	Plan Mon13	Total Plan	
2022	AC	10	GEN	DE	DE500 - MISCELLANEOUS CONTRACTUAL SERV	E	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2022	AC	10	GEN	DD	DD419 - MISCELLANEOUS SUPPLIES AND EXPENSES	E	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2022	AN	10	GEN	BB	BB216 - MISCELLANEOUS EQUIPMENT	E	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2022	AN	10	GEN	DD	DD419 - MISCELLANEOUS SUPPLIES AND EXPENSES	E	25,000	0	0	0	0	0	0	0	833	833	0	0	0	0	0	1,666
2022	AN	10	GEN	DD	DD400 - GRAINGER EXPENSES	E	0	0	0	3000	0	0	0	0	0	0	0	0	0	0	0	3,000
2022	AN	10	GEN	AA	AATAK - TERMINAL LEAVE	E	19,750	-39894.72	4966.19	34928.53	3224.29	0	0	0	0	0	0	0	0	0	0	3,224
2022	AN	10	GEN	DD	DD300 - OFFICE SUPPLIES & COPY PAPER	E	5,000	5000	0	0	0	0	0	0	0	0	0	0	0	0	0	5,000
2022	AN	10	GEN	DD	DD301 - TRAVELING EXPENSE	E	5,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2022	AN	10	GEN	AA	AAPT - PT SALARIES AND WAGES	E	90,000	752.6	2476.6	3656.6	2322.4	2778	627.4	0	0	0	0	0	0	0	0	12,614
2022	AN	10	GEN	AA	AAFT - FT SALARIES AND WAGES	E	395,000	4307.69	18538.46	15000	15000	22500	15000	15000	17500	17500	0	0	0	0	0	140,346
2022	AR	10	GEN	AA	AAZML - AUTO MILEAGE	E	600	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2022	AR	10	GEN	DD	DD404 - EDUCATIONAL & TRAINING SUPPLIES & EXPENSE	E	16,000	0	0	0	299	0	0	0	0	0	0	0	0	0	0	299



2025 Grants Plan

- The Grants Application has been prepopulated. Carefully review all data.
- If during last year's 2024 Grants Plan Submission, Departments included 2025 and 2026 budgets, then those budgets have been rolled over and uploaded into the 2025 Grants Application as a starting point. Individuals will need to review and edit all detail before final submission.
- 2025 Grant Plan submission is due by August 2, 2024.
- All approved, pending and potential grant awards anticipated during 2025 and projected for 2026 through 2027 must be entered into the Grants Application.
- If you need assistance with this application, contact Daniela Capozzo.



NASSAU COUNTY WEBCONNECT  Home Applications Departments Preferences Email Documents Links Help Search

My Account


Username


Password

Remember Me

Log in

Quick Links





For more information and status updates on

Welcome to Nassau County's Web Connect.

NOTICE - PDF
 Employees are reminded that Nassau County is a drug and alcohol free workplace. The unlawful manufacture, possession, use, distribution, dispensing, transfer and/or sale of a controlled substance, or alcohol, on all sites owned, leased or under the supervision of Nassau County by employees is prohibited. Any employee found to be in violation of the policy will be subject to termination.

Cyber Security Tips
 Nassau County Cyber Security Training

Enter a Help Desk Ticket Here
 Submit Your Media Requests Here

APEX Production Dashboard
 APEX Stage/User Acceptance Testing Dashboard

Human Resources Employee Trainings
 Budget Prep Application
 B-Prep Reference Document
 Grant Application

To make a complaint regarding suspected fraud, waste, abuse, or illegal acts in Nassau County.

- The Grant Application is located in a different module than the Budget Prep Application.
- If individuals have access to the Budget Prep application, then when logging onto the dashboard they should see a separate card to click on for the Grant application.
- Another method to get into the Grant application is through Webconnect. Login credentials are the same as your PC username and password.



Dashboard – Grant Budget Planning

 NASSAU COUNTY, NY

Nassau County
Dashboard

Welcome Daniela Capozzo (DCAPOZZO)  User Tools  Log Out

Assessment - TAN



CE Grant Tracker



Grant Budget Planning



MARS



Training Utility



DC

- Selecting the Grant Budget Planning card will take you to the below screen where you should select the Grant Input tab

The screenshot shows the web interface for the Budget Department Grant Budget Planning system. At the top left is the Nassau County, NY logo. The main header displays "Budget Department Grant Budget Planning" and a small building icon. On the right side of the header, there are navigation links: "My Dashboard", "Welcome (DCAPOZZO)", "User Tools", and "Log Out". Below the header is a navigation menu with three tabs: "Grant Reporting", "Grant Input", and "Maint". The "Grant Reporting" tab is highlighted with a red circle. The main content area features a "Grant Year" dropdown menu with the text "- Select Year -". Below this is a search bar with a magnifying glass icon, a "Go" button, and an "Actions" dropdown. A filter bar contains four filters: "Dept", "Indexcode", "Grant Name", and "Grant Code", each with a checked checkbox and a clear button (X). At the bottom of the main content area, there is a large magnifying glass icon and the text "No data found."



- When selecting grant year 2025, it will prompt a list of grants entered last year with 2025 and 2026 detail.
- The 2025 plan details will be automatically populated. You will need to review data and update if necessary.

NASSAU COUNTY, NY

Budget Department
Grant Budget Planning

My Dashboard Welcome (DCAPOZZO) User Tools Log Out

Grant Reporting **Grant Input** Maint

Grant Year
2025

Qv Go Actions

+ Create

No data found.



- Use the search bar to see grants specific to your department.
- To edit pre-populated grant data, click on pencil image.
- The 2025 plan details will be automatically populated. You will need to review data and update if necessary.
- If you need to enter a new grant, click the blue Create button.

NASSAU COUNTY, NY Budget Department Grant Budget Planning

Grant Reporting **Grant Input** Maint

Grant Year: 2025

Search: Go Actions ➕ Create

Grant Dept	Grant Name	Grant Index	Grant Code	Esign/Manual	Esign Website	Grant St Fed	CFDA #	Gaif Ind	Recur Ind	Grant Budget Start Date	Grant Budget End Date	Grant Entry Date	Notes	Audit	Grant Agency	Co
	HE Women Infant & Children	HEGRTW100NYS	HEW1	E	https://www.health.ny.gov/	B	10.557	N	R					DCAPOZZ, 01-May-24 15:25:58	DOH - NYS Department of Health	Y
	PW NICE FTA Grants- State of Good Repair	REGRT95X1FSA	RE95			B	20.507	Y	R					DCAPOZZ, 01-May-24 15:25:58	DOT - NYS Department of Transportation	Y
	HE HIV Expanded Services	HEGRTHVX5NYS	HEHV	M	https://www.health.ny.gov/	S		N	R					DCAPOZZ, 01-May-24 15:25:58	DOH - NYS Department of Health	Y
	HE Childhood Lead Poisoning Prevention	HEGRTL200NYS	HEL2	E	https://www.health.ny.gov/	B	93.994	N	R					DCAPOZZ, 01-May-24 15:25:58	DOH - NYS Department of Health	Y



- You will be required to review and update all information on the Grant Plan Basic Info form and the Grant Amounts tab.
- If a grant is no longer valid, click the Delete button.
- If you are not finished with data entry, click the Apply Changes button to save updates.
- Do not select Confirm Grant Info has been updated button until both screens are fully completed and reviewed.

NASSAU COUNTY, NY Budget Department Grant Budget Planning

Grant Reporting **Grant Input** Maint

Grant Plan Basic Information

Cancel Delete Apply Changes Confirm Grant Info has been updated

Grant Plan Basic Info form Grant Amounts

Grant Year
2025

Dept
HE - Health

Grant Name
Women Infant & Children

Grant Code
HEW1

Grant Indexcode
HEGRTW100NYS

State/Fed
BOTH

CFDA #
10.557

Grantor Agency
DOH - NYS Department of Health

Is there a County match? *

No Yes



- Enter Expenses and Revenues on the Grant Amounts tab.
- If a row is no longer needed, it can be deleted.
- If a row is needed, it can be added.
- Expenses and Revenues must match, or the system will not allow the data to be saved.

NASSAU COUNTY, NY Budget Department Grant Budget Planning

Grant Reporting **Grant Input** Maint

Grant Plan Basic Information Cancel Delete Apply Changes Confirm Grant Info has been updated

Grant Plan Basic Info form Grant Amounts

Grant Amounts

Total Expenses
 2025 - \$1,750,230.00 2026 - \$0.00 2027 - \$0.00

Total Revenues
 2025 - \$1,750,230.00 2026 - \$0.00 2027 - \$0.00

Search: All Text Columns Go + Add Row Delete

Grant Year	Object	Subobject	2025	2026	2027	Notes	Char



Closing Comments



AP