

MAC Budget Request, FY 2020-21

18-Aug-20

Budget Categories and Sub-Categories	Description	Vendor or Lead Agency	Fiscal Agent	FY 2020-21 Cost Estimates				Funding Source(s)
				Unit Type	Unit Cost	Units	Total Cost	
1.0 Administrative Activities								
Administrative Support Staff	Provides administrative support to GAV-MAC for conduct of its monthly meetings, maintaining files, and coordinating communications	Cindy Buntner	Sonoma County	Monthly Fee	\$ 300	12	\$ 3,600	
Website Preparation & Maintenance	Domain Name (one-time cost)	Square Space	Sonoma County	Fee	\$ 20	1	\$ 20	
	Website set-up and annual fee	Square Space	Sonoma County	Fee	\$ 216	1	\$ 216	
	Website design and set-up	Board Member Design pro bono			\$ -	0	\$ -	
	Maintenance, and updating (1)	Cindy Buntner	Sonoma County	Hourly Rate	\$ -		\$ -	
File Storage & Access	Setting up a Dropbox account that allows access to MAC documents and references	Dropbox	Sonoma County	Fee	\$ 199	1	\$ 199	
Email Account	Allows MAC communication to be centralized and documented by administrative support	Square Space	Sonoma County	Fee	\$ 72	1	\$ 72	
Public Outreach & Engagement	Expanding public awareness and participation in community affairs and MAC scope and decision-making through advertising, direct mail, posters, etc.	USPS EDDM	Sonoma County	Budget (various vendors and suppliers)	\$ 470	1	\$ 470	
Spanish Translation Services	In order to engage our large hispanic community the MAC will seek spanish translation services for key documents and have spanish translation available at key meetings	TBD	Sonoma County	Budget (various vendors and suppliers)	\$ 1,000	1	\$ 1,000	
Total Administrative Cost							\$ 5,577.00	

Notes: 1) Website maintenance pare of administrative responsibilities