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January 2006

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# IBO's Programmatic Review of the 2006 Budget as of the November Financial Plan

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*Department of Small  
Business Services  
(DSBS)*

IBO

New York City  
Independent Budget Office

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## Introductory Note

IBO's programmatic reviews of the 2006 budgets of selected city agencies are intended to assist the public and elected officials better understand the allocation of budgetary resources to city services by presenting agency budgets in a way that is more closely aligned with the actual programs, functions, and services of major city agencies.

The current city budget presentation inhibits understanding and participation in three ways.

First, agency budgets, organized into broad *units of appropriation*, do not easily allow users to understand how much money is being spent from one year to the next on the programs and services that citizens and their elected representatives care about—programs such as job training, childhood lead-poisoning prevention, HIV/AIDS prevention and treatment, after-school programs, immigrant services, affordable housing construction, and recreation programs.

Second, budget proposals are presented in terms of Financial Plan changes, rather than in terms of year-to-year comparisons. A proposed cut, or “PEG,” of \$1 million in a program is presented without information on how much was previously projected for spending on that program in previous Financial Plans, and whether the \$1 million “cut” would leave spending lower, higher, or the same as previous years’ spending levels. This presentation often manifests itself in annual debates over “hidden cuts” and what has been “baselined” in the Financial Plan. This manner of presenting the budget makes it difficult to understand the consequences for agency programs of budgetary decisions.

Finally, it is virtually impossible to link spending decisions to program results. Although at one time the city was a trailblazer in performance reporting, the lack of linkage between performance data reported in the Mayor’s Management Report and elsewhere, and clear spending information, makes it difficult for citizens, elected officials, and even agency managers to know what they are getting for their money and to evaluate alternatives. Our programmatic budget presentations integrate existing performance data from the Mayor’s Management Report, Capstat, and other sources produced by the Mayor’s office alongside spending figures, to provide a unified presentation of both spending and performance.

Our goal in preparing these budget reviews has been to hew as closely as possible to how the agencies themselves present their organization, programs, and services, on their official Web sites and other sources, including using the agencies’ own language to describe programs in most cases. While we have sought, and in most cases received, considerable input from agencies in the preparation of the program budget reviews, our presentations are not necessarily how the Mayor’s budget office or the agencies themselves would present their budgets, were they to do so in programmatic terms. Nonetheless, we think that our presentations can be instructive and point the way toward how to improve understanding of the city’s budget in a way that enhances public participation in the budget process.

IBO will periodically update our program budgets. We will continue to separately issue our analysis of the Preliminary Budget, including of selected agency budgets, as we have every year as required by City Charter section 246.

We welcome your comments or questions, which you may direct to IBO at (212) 442-0632, or by e-mail to [ibo@ibo.nyc.ny.us](mailto:ibo@ibo.nyc.ny.us).

# Department of Small Business Services

## MISSION

The mission of the Department of Small Business Services (DSBS) is to foster the formation and expansion of small businesses in New York City in order to create and retain jobs, expand economic activity, and increase the local tax base.

## AGENCY DESCRIPTION

DSBS provides services to small business directly, such as emergency services and technical assistance with procurement, available incentives, and other matters. It works with local economic development organizations, Business Improvement Districts, Empire Zones, and other groups to facilitate neighborhood commercial and economic development. It contracts with the Economic Development Corporation for work on development projects and retention deals involving larger companies. It funds the Mayor's Office of Film, Theatre and Broadcasting, provides financial support to other economic development organizations, such as NYC & Co. And since 2004, the department has administered federally funded adult workforce development programs, providing job training and placement services to serve both businesses and jobseekers.

<b>Department of Small Business Services</b>					
<i>Dollars in millions</i>	2002	2003	2004	2005	2006
	Actual Expenses	Actual Expenses	Actual Expenses	Actual Expenses	Current Modified Budget
<b>Spending by Program Area</b>					
Direct Business					
Assistance	\$2.8	\$3.0	\$3.3	\$3.6	\$4.2
Neighborhood Economic Development	17.9	15.9	11.8	11.8	19.7
Economic Development Corporation	69.0	9.2	15.3	18.0	15.0
Workforce Development	0.0	0.0	67.8	60.5	77.2
Miscellaneous and General Administration	7.5	13.9	14.1	14.4	15.7
<b>TOTAL</b>	<b>\$97.2</b>	<b>\$42.0</b>	<b>\$112.3</b>	<b>\$108.3</b>	<b>\$131.8</b>
<b>Spending by Object</b>					
Personal Services	\$7.0	\$6.0	\$11.9	\$14.5	\$18.2
OTPS	90.2	35.9	100.4	93.8	113.6
<b>Full-time Personnel*</b>	<b>150</b>	<b>103</b>	<b>186</b>	<b>199</b>	<b>201</b>
SOURCE: IBO.					
NOTE: *Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.					

## PROGRAM CHART

<b>Program Area</b>	<b>Programs</b>
<b>Direct Business Assistance</b>	Minority- and Women-Owned Business Program Locally Based Enterprise Program Procurement Assistance Street Vendors and Micro-Enterprises Garment Industry Development Corporation Other Business Assistance
<b>Neighborhood Economic Development</b>	General Neighborhood Development Specific Neighborhoods Empire and Empowerment Zones
<b>Economic Development Corporation</b>	Specific Projects Other Support
<b>Workforce Development</b>	Dislocated Workers Adult Training One-Stop Centers WIA Administration
<b>Miscellaneous and Administration</b>	Film Office NYC and Co. Markets and Security Economic Policy General Administration

**Department of Small Business Services**  
Direct Business Assistance

**PROGRAM AREA: DIRECT BUSINESS ASSISTANCE**

DSBS leverages government, private, and community resources and contacts to target a wide array of services directly to small businesses. These services include procurement assistance, other technical and general business skills training, help in resolving problems with government services and other problems, emergency assistance, counseling, and help in obtaining financial incentives that lower the cost of doing business in the City. The department has established Business Solution Centers in every borough; these are “one-stop” centers where businesses can obtain all services offered by the department.

<b>Direct Business Assistance</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$3,340</b>	<b>\$3,605</b>	<b>\$4,175</b>
Personal services	2,682	2,927	3,079
Other than personal services	657	678	1,095
<b>Funding</b>			
City	n.a.	n.a.	\$2,467
Intracity	n.a.	n.a.	0
Federal	n.a.	n.a.	841
State	n.a.	n.a.	0
Other Categorical	n.a.	n.a.	866
IFA	n.a.	n.a.	0
<b>Full-time Positions</b>	46	50	51
<b>Programs</b>			
Minority- and Women-Owned Business Program	\$262	\$330	\$866
Locally Based Enterprise Program	247	234	175
Procurement Assistance	125	123	68
Street Vendors and Micro- Enterprises	820	896	1,117
Garment Industry Development Corporation	436	436	336
Other Business Assistance	1,450	1,585	1,612
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** See program sections.

### Minority- and Women-Owned Business Program

DSBS's Minority- and Women-Owned Business Enterprise (MWBE) Program is designed to make it easy for purchasers at public agencies and private companies to identify New York City certified minority- and women-owned businesses that sell the goods and services they are looking to buy. The MWBE program produces an on-line directory of businesses it certifies, for use by companies' purchasing agents. It also offers networking events for certified businesses, and training classes in procurement from city agencies, marketing, and other general business skills.

<b>Minority- and Women-Owned Business Program</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$262</b>	<b>\$330</b>	<b>\$866</b>
PS	238	289	631
OTPS	24	42	235
<b>Funding</b>			
City	n.a.	n.a.	\$0
Other Categorical	n.a.	n.a.	866
<b>Full-time Positions</b>	3	3	4
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

### Performance Results:

<b>Minority- and Women-Owned Business Program</b> <b>Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Newly certified businesses in Minority/Women Owned Business program	Outcome	125	223	303	364
SOURCE: Mayor's Management Report.					

## Locally Based Enterprise Program

The Locally Based Enterprise Program (LBE) assists small eligible construction and construction related companies (firms) in doing business with the City by certifying them as LBEs. Certified firms are given preference in sub-contracting with prime contractors in the process of doing business with the City, and the bonding requirements are usually waived on all LBE sub-contracts. The LBE program produces an on-line directory of businesses it certifies, for use by contractors.

<b>Locally Based Enterprise Program</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$247</b>	<b>\$234</b>	<b>\$175</b>
PS	247	234	175
OTPS	0	0	0
<b>Funding</b>			
City	n.a.	n.a.	\$175
Other Categorical	n.a.	n.a.	0
<b>Full-time Positions</b>	5	5	5
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

## Performance Results:

<b>Locally Based Enterprise Program</b> <b>Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Newly certified businesses in Locally Based Enterprise program	Outcome	25	34	42	60
SOURCE: Mayor's Management Report.					

**Department of Small Business Services**  
Direct Business Assistance

**Procurement Assistance**

The Procurement Outreach Program (POP) of DSBS assists small businesses in NYC to identify and successfully bid on Federal, State and City contracting opportunities. POP conducts classes and provides printed material to orient businesses to procurement practices and opportunities and offers one-on-one counseling to assist with the bid preparation.

<b>Procurement Assistance</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$125</b>	<b>\$123</b>	<b>\$68</b>
PS	125	123	68
OTPS	0	0	0
<b>Funding</b>			
City	n.a.	n.a.	\$0
Federal	n.a.	n.a.	68
<b>Full-time Positions</b>	0	3	3
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

***Performance Results:***

<b>Procurement Assistance</b> <b>Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Newly registered businesses in the Procurement Outreach Program	Outcome	68	265	418	257
SOURCE: Mayor's Management Report.					



**Department of Small Business Services**  
Direct Business Assistance

**Street Vendors and Micro-Enterprises**

DSBS provides assistance to street vendors and micro-enterprises, largely with federal, Community Development Block Grant funds.

<b>Street Vendors and Micro-Enterprises</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$820</b>	<b>\$896</b>	<b>\$1,117</b>
PS	668	742	649
OTPS	152	154	468
<b>Funding</b>			
City	n.a.	n.a.	\$503
Federal	n.a.	n.a.	614
<b>Full-time Positions</b>	12	13	13
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

***Performance Results:*** No performance statistics reported.

**Department of Small Business Services**  
Direct Business Assistance

**Garment Industry Development Corporation**

DSBS provides funds each year to the Garment Industry Development Corporation (GIDC), a non-profit group whose mission is to strengthen New York City's apparel industry. Founded in 1984 by a partnership of city government, business, and labor unions, GIDC offers comprehensive services to every segment of the industry, such as worker training and education, management skills training, marketing and export assistance, and technology transfers.

<b>Garment Industry Development Corporation</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$436</b>	<b>\$436</b>	<b>\$336</b>
PS	0	0	0
OTPS	436	436	336
<b>Funding</b>			
City	n.a.	n.a.	\$336
<b>Full-time Positions</b>	0	0	0
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No performance statistics reported.

**Department of Small Business Services**  
Direct Business Assistance

**Other Business Assistance**

DSBS assists small business in a number of other ways. It provides emergency assistance, help with relocation, general counseling and problem-solving assistance, especially with respects to government services, and information to businesses about available financial incentives and grants, such as the Energy Cost Savings Program (ECSP). Services, including one-on-one counseling, are provided at “one-stop” Business Solution Centers in each of the five boroughs.

<b>Other Business Assistance</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$1,450</b>	<b>\$1,585</b>	<b>\$1,612</b>
PS	1,404	1,539	1,556
OTPS	46	46	57
<b>Funding</b>			
City	n.a.	n.a.	\$1,453
Federal	n.a.	n.a.	159
<b>Full-time Positions</b>	26	26	26
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

***Performance Results:***

<b>Other Business Assistance</b>	Type of Indicator	2002	2003	2004	2005
<b>Performance Statistics</b>					
Average time to resolve government service and public utility issues (days)	Service Quality	2.6	1.7	1.2	0.4
Business Assistance cases opened	Outcome	1,577	3,231	6,294	6,090
Value of ECSP savings for businesses (\$ millions)	Outcome	\$2.0	\$2.0	\$1.3	\$1.7
New commercial tenants receiving assistance through the Lower Manhattan Energy Program	Outcome	n.a.	6	209	153
Value of grants dispensed through the Industrial Relocation Grant Program (\$ thousands)	Outcome	\$419	\$169	\$320	\$283
SOURCE: Mayor's Management Report.					

**PROGRAM AREA: NEIGHBORHOOD ECONOMIC DEVELOPMENT**

DSBS's Neighborhood Development Division works to develop the city's business districts in a number of ways. It encourages the establishment of Business Improvement Districts and other neighborhood organizations. It invests in physical enhancements of commercial neighborhoods and it contracts with many local development corporations for work in their areas. It administers the benefits available to businesses locating in state-designated Empire Zones. The DSBS budget also is responsible for the City's contribution to the local Empowerment Zone, a federally designated area in which development is encouraged by providing benefits to local firms.

<b>Neighborhood Economic Development</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$11,811</b>	<b>\$11,833</b>	<b>\$19,724</b>
Personal services	385	567	529
Other than personal services	11,425	11,266	19,195
<b>Funding</b>			
City	n.a.	n.a.	\$16,751
Intracity	n.a.	n.a.	0
Federal	n.a.	n.a.	2,973
State	n.a.	n.a.	0
Other Categorical	n.a.	n.a.	0
IFA	n.a.	n.a.	0
<b>Full-time Positions</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>Programs</b>			
General Neighborhood Development	\$2,428	\$3,267	\$6,933
Specific Neighborhoods	2,696	2,825	5,709
Empire and Empowerment Zones	6,687	5,741	7,082
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** See program sections.

**Department of Small Business Services**  
Neighborhood Economic Development

**General Neighborhood Development**

Neighborhood Development Division encourages the formation of Business Improvement Districts (BIDs) by assisting business and property owners who wish to establish a BID in their area, and it helps them manage their services once their BID is established. DSBS also invests in streetscape improvements, property development, and other physical enhancements to encourage private-sector investment in commercial neighborhoods.

<b>General Neighborhood Development</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$2,428</b>	<b>\$3,267</b>	<b>\$6,933</b>
PS	298	494	417
OTPS	2,130	2,772	6,516
<b>Funding</b>			
City	n.a.	n.a.	\$4,107
Federal	n.a.	n.a.	2,826
<b>Full-time Positions</b>	6	7	7
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

***Performance Results:***

<b>General Neighborhood Development Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Average Acceptably clean BID sidewalk ratings (%)	Service Quality	97.2%	96.2%	97.5%	98.1%
SOURCE: Mayor's Management Report.					

**Department of Small Business Services**  
Neighborhood Economic Development

**Specific Neighborhoods**

DSBS has contracts with local development corporations in each of the boroughs for their economic development work in specific neighborhoods of the City.

<b>Specific Neighborhoods</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$2,696</b>	<b>\$2,825</b>	<b>\$5,709</b>
PS	0	0	0
OTPS	2,696	2,825	5,709
<b>Funding</b>			
City	n.a.	n.a.	\$5,644
Intracity	n.a.	n.a.	65
<b>Full-time Positions</b>	0	0	0
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No performance statistics reported.

## Empire and Empowerment Zones

DSBS administers the New York State-designated Empire Zones that are located in the City. Companies that move to or expand in any of ten Empire Zones in New York City may be eligible for wage, sales, investment and real property tax credits, and discounted rates on utilities. The DSBS budget also provides the city's funding of the local Empowerment Zone, a federally designated area offering similar benefits to firms locating in the Zone. The City, State and federal governments are under contract to contribute equal shares of funds for the Empowerment Zone.

<b>Empire and Empowerment Zones</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$6,687</b>	<b>\$5,741</b>	<b>\$7,082</b>
PS	87	73	112
OTPS	6,600	5,669	6,970
<b>Funding</b>			
City	n.a.	n.a.	\$7,000
Federal	n.a.	n.a.	82
<b>Full-time Positions</b>	<b>1</b>	<b>1</b>	<b>0</b>
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

## Performance Results:

<b>Empire and Empowerment Zones Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Businesses Newly Certified in Empire Zones (calendar years)	Outcome	202	241	178	n.a.
Value of capital investments made in Empire Zones (calendar years)	Outcome	\$285	\$409	\$642	\$360
Jobs created in Empire Zones (calendar years)	Outcome	1,371	2,258	3,257	9,180
SOURCE: Mayor's Management Report.					

**PROGRAM AREA: ECONOMIC DEVELOPMENT CORPORATION**

DSBS's partner in administering the City's economic development programs is the Economic Development Corporation (EDC), a non-profit organization whose mission is to produce jobs in the City by attracting and retaining businesses in the City and encouraging further investment. EDC operates under contract with the City, funded in the DSBS budget, to administer economic incentive programs aimed at large-scale corporations. In addition, DSBS contracts with EDC for work on specific development projects.

<b>Economic Development Corporation</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$15,300</b>	<b>\$17,978</b>	<b>\$14,961</b>
Personal services	0	0	0
Other than personal services	15,300	17,978	14,961
<b>Funding</b>			
City	n.a.	n.a.	\$5,684
Intracity	n.a.	n.a.	335
Federal	n.a.	n.a.	7,115
State	n.a.	n.a.	1,058
Other Categorical	n.a.	n.a.	770
IFA	n.a.	n.a.	0
<b>Full-time Positions</b>	0	0	0
<b>Programs</b>			
Specific Projects	2,614	15,454	13,169
Other Support	12,685	2,524	1,793
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** See program sections.



### Specific Projects

In addition to being the agency which offers incentive packages to large companies, under generates commercial and industrial projects with private developers, and other projects related to inter-modal transportation and the waterfront. DSBS contracts with EDC for work on projects in specific locations, such as Hunts Point, Lower Manhattan or the In-Place Industrial Parks. In many instances, EDC's is paid to complete preliminary, feasibility studies of proposed projects.

<b>Specific Projects</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$2,614</b>	<b>\$15,454</b>	<b>\$13,169</b>
PS	0	0	0
OTPS	2,614	15,454	13,169
<b>Funding</b>			
City	n.a.	n.a.	\$5,205
Intracity			85
Federal			6,071
State			1,058
Other Categorical	n.a.	n.a.	750
<b>Full-time Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No performance statistics reported.

## Other Support

A portion of EDC's operating and personnel expenses are funded by DSBS's contracts with the agency for general work, such as administering economic incentive programs aimed at attracting and retaining large companies in the City, technical assistance with environmental quality review of projects, and other matters. (The spending and budgeted amounts below do not include economic policy work, which is categorized elsewhere, but do include funding for unspecified projects.)

<b>Other Support</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$12,685</b>	<b>\$2,524</b>	<b>\$1,793</b>
PS	0	0	0
OTPS	12,685	2,524	1,793
<b>Funding</b>			
City	n.a.	n.a.	\$479
Intracity	n.a.	n.a.	250
Federal			1,043
Other Categorical			20
<b>Full-time Positions</b>	0	0	0
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

## Performance Results:

<b>Other Support</b> <b>Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Value of federally funded Lower Manhattan business grants (\$ thousands)	Outcome	\$281	\$525	\$74	\$89
Eligible leases signed under Small Firm Attraction and Retention Grant Program in Lower Manhattan	Outcome	98	950	369	738
SOURCE: Mayor's Management Report.					

**PROGRAM AREA: WORKFORCE DEVELOPMENT**

In 2004, DSBS took over adult workforce development programs from the now defunct Department of Employment. These programs include general skills training, specific job training, job-search assistance, career counseling, and other services. They are funded mostly by the federal government, though the Workforce Investment Act (WIA). DSBS serves two populations: dislocated workers and other adults. (Employment services for youth are provided by the Department of Youth and Community Development.) The department has established “one-stop” job centers in each borough where jobseekers can receive a full array of employment services.

<b>Workforce Development</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$67,767</b>	<b>\$60,480</b>	<b>\$77,271</b>
Personal services	5,734	8,065	11,207
Other than personal services	62,033	52,414	66,064
<b>Funding</b>			
City	n.a.	n.a.	\$168
Intracity	n.a.	n.a.	0
Federal	n.a.	n.a.	77,103
State	n.a.	n.a.	0
Other Categorical	n.a.	n.a.	0
IFA	n.a.	n.a.	0
<b>Full-time Positions</b>	<b>84</b>	<b>96</b>	<b>94</b>
<b>Programs</b>			
Dislocated Workers	\$33,637	\$17,707	\$18,823
Adult Training	30,629	30,873	34,677
One-Stop Centers	2,653	10,360	20,154
WIA Administration	848	1,539	3,617
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** See program sections.

## Dislocated Workers

DSBS provides employment services to previously employed adults who have been laid off or terminated and who are unlikely to return their former employment because their job or employer no longer exists. Dislocated workers may also be formerly self-employed people who went out of business because of changing economic conditions. DSBS uses federal funds available through WIA and the Trade Adjustment Assistance program to provide a full range of employment services for this group of jobseekers, and DSBS contracts with many groups, such as the Consortium for Worker Education, for services. The department also gives vouchers to dislocated workers for training programs.

<b>Dislocated Workers</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$33,637</b>	<b>\$17,707</b>	<b>\$18,823</b>
PS	0	407	365
OTPS	33,637	17,300	18,458
<b>Funding</b>			
City	n.a.	n.a.	\$0
Federal	n.a.	n.a.	18,823
<b>Full-time Positions</b>	84	3	3
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

## Performance Results:

<b>Dislocated Workers</b> <b>Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Number of dislocated workers registered in Workforce1 training system	Outcome	21,146	29,359	27,812	31,134
Dislocated workers who completed services and were placed in jobs (%)	Outcome	87.6%	57.9%	62.7%	68.3%
Dislocated workers placed in jobs who were still employed after six months	Outcome	71.0%	81.5%	85.7%	83.3%
SOURCE: Mayor's Management Report. NOTE: Prior to 2004 the now defunct Dept. of Employment was responsible for training programs.					

**Department of Small Business Services**  
Workforce Development

**Adult Training**

DSBS provides job services to adults who have not been recently employed, such as those who seek to make the transition from public assistance to the labor market. As with spending on programs for dislocated workers, DSBS offers a mix of services and individual training vouchers to adults seeking employment. Federal funds are also used to make DSBS services accessible for physically disabled jobseekers, such as people in wheelchairs.

<b>Adult Training</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$28,770</b>	<b>\$29,730</b>	<b>\$34,677</b>
PS	5,734	7,390	7,513
OTPS	23,036	22,339	27,164
<b>Funding</b>			
City	n.a.	n.a.	\$28
Federal	n.a.	n.a.	34,649
<b>Full-time Positions</b>	0	89	55
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No performance statistics reported.

### One-Stop Centers

Since taking responsibility for the City's workforce development programs, DSBS has established and now operates Workforce1 Career Centers in each of the five boroughs, in coordination with the New York State Department of Labor and City University of New York. The centers are termed "one-stop" centers because they provide jobseekers a full array of employment services including job placement, career advisement, job search counseling, and skills training. With the aim of linking jobseekers with potential employers, the Workforce1 Career centers are co-located with DSBS's NYC Business Solutions Centers, which provide businesses with access to skilled labor through customized recruitment and training initiatives.

<b>One-Stop Centers</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$2,653</b>	<b>\$10,360</b>	<b>\$20,154</b>
PS	0	268	3,329
OTPS	2,653	10,092	16,825
<b>Funding</b>			
City	n.a.	n.a.	\$140
Federal	n.a.	n.a.	20,014
<b>Full-time Positions</b>	0	4	36
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No reported performance statistics.  
(See Dislocated Workers program description.)

**Department of Small Business Services**  
Workforce Development

**WIA Administration**

General administration of DSBS workforce development programs and WIA funds is federally funded, by WIA itself.

<b>WIA Administration</b> <i>Dollars in thousands</i>	2004 Actual	2005 Actual	2006 Current Modified
<b>Spending</b>	<b>\$848</b>	<b>\$1,539</b>	<b>\$3,617</b>
PS	0	0	0
OTPS	848	1,539	3,617
<b>Funding</b>			
City	n.a.	n.a.	\$0
Federal	n.a.	n.a.	3,617
<b>Full-time Positions</b>	0	0	0
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No performance statistics reported.

**Department of Small Business Services**  
Miscellaneous and Administration

**PROGRAM AREA: MISCELLANEOUS AND ADMINISTRATION**

The DSBS budget includes a number of programs which, to varying degrees, are relatively distinct from the department's core activities, such as the Film Office. It also includes funds for the executive office, general administration, and economic policy analysis.

<b>Miscellaneous and Administration</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$14,060</b>	<b>\$14,380</b>	<b>\$15,676</b>
Personal services	3,057	2,923	3,363
Other than personal services	11,003	11,458	12,313
<b>Funding</b>			
City	n.a.	n.a.	\$14,526
Intracity	n.a.	n.a.	10
Federal	n.a.	n.a.	1,116
State	n.a.	n.a.	25
Other Categorical	n.a.	n.a.	0
IFA	n.a.	n.a.	0
<b>Full-time Positions</b>	49	45	47
<b>Programs</b>			
Film Office	\$1,345	\$1,533	\$1,695
NYC & Company	6,545	7,218	7,105
Markets and Security	209	192	202
Economic Policy	816	816	1,015
Miscellaneous and Administration	5,145	4,620	5,660
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** See program sections.



## Film Office

The Mayor's Office of Film, Theatre and Broadcasting (Film Office) provides comprehensive customer services to entertainment production companies working in New York City, and it promotes the City as a location for filming and other production work. The first office of its kind anywhere in the world, the agency helps companies obtain free permits, public locations, and police assistance, and it assists them with tax incentives and labor relations. While formally funded through the DSBS budget, the Film Office is relatively autonomous and located in its own midtown Manhattan office.

<b>Film Office</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$1,345</b>	<b>\$1,533</b>	<b>\$1,695</b>
PS	938	1,047	1,155
OTPS	407	486	539
<b>Funding</b>			
City	n.a.	n.a.	\$1,695
<b>Full-time Positions</b>	15	16	18
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

## Performance Results:

<b>Film Office</b> <b>Performance Statistics</b>	Type of Indicator	2002	2003	2004	2005
Film and television locations shooting days	Outcome	14,858	19,309	23,321	n.a.
SOURCE: Film Office Web site.					

**Department of Small Business Services**  
Miscellaneous and Administration

**NYC & Co.**

NYC & Company, the City's official tourism marketing organization, is a private, membership-based non-profit dedicated to building New York City's economy and positive image through tourism and convention development, major events, and the marketing of the city on a worldwide basis. DSBS contracts with NYC & Co. to support its work in promoting the City as a premier tourist destination and convention center.

<b>NYC &amp; Co.</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$6,545</b>	<b>\$7,218</b>	<b>\$7,105</b>
PS	0	0	0
OTPS	6,545	7,218	7,105
<b>Funding</b>			
City	n.a.	n.a.	\$7,105
<b>Full-time Positions</b>	0	0	0
SOURCE: IBO.			
NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

***Performance Results:***

<b>NYC &amp; Co.</b> <b><i>Performance Statistics</i></b>	Type of Indicator	2002	2003	2004	2005
Domestic Visitors to NYC (millions)	Outcome	30.2	33.0	33.8	34.4*
International Visitors to NYC (millions)	Outcome	5.1	4.8	6.2	6.6*
Direct Visitor Spending (\$ billions)	Outcome	\$14.1	\$18.5	\$21.1	n.a.
SOURCE: NYC & Co. Web site.					
NOTE: Statistics refer to calendar years, and 2005 visitor figures are estimates.					

**Department of Small Business Services**  
Miscellaneous and Administration

**Markets and Security**

DSBS has provided security, supervision, and enforcement at designated City wholesale markets, such as the Fulton Fish Market. This role of the department, however, has been greatly diminished in recent years.

<b>Markets and Security</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$209</b>	<b>\$192</b>	<b>\$202</b>
PS	207	192	200
OTPS	2	0	2
<b>Funding</b>			
City	n.a.	n.a.	\$202
<b>Full-time Positions</b>	4	3	3
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No reported performance statistics.

**Department of Small Business Services**  
Miscellaneous and Administration

**Economic Policy**

Using federal funds, DSBS contracts with EDC for economic policy analysis. Policy work and strategic planning also occurs in the department's executive office.

<b>Economic Policy</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$816</b>	<b>\$816</b>	<b>\$1,015</b>
PS	0	1	200
OTPS	816	816	816
<b>Funding</b>			
City	n.a.	n.a.	\$200
Federal	n.a.	n.a.	816
<b>Full-time Positions</b>	0	0	0
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No reported performance statistics.

**Department of Small Business Services**  
Miscellaneous and Administration

**General Administration**

Administrative services not elsewhere classified include the Commissioner's office and other executive offices and administrative departments providing agency-wide services such as payroll.

<b>General Administration</b> <i>Dollars in thousands</i>	2004 Actual Expenses	2005 Actual Expenses	2006 Current Modified Budget
<b>Spending</b>	<b>\$5,145</b>	<b>\$4,620</b>	<b>\$5,660</b>
PS	1,912	1,682	1,809
OTPS	3,233	2,938	3,851
<b>Funding</b>			
City	n.a.	n.a.	\$5,325
Intracity			10
State	n.a.	n.a.	25
Federal	n.a.	n.a.	300
<b>Full-time Positions</b>	30	26	26
SOURCE: IBO. NOTE: Full-time personnel: Actual as of June 30 for 2002 through 2005; as of Nov. 30 for 2006.			

**Performance Results:** No reported performance statistics.