

**Assumptions for Fiscal Note Prepared for Common Council File Number 031044**

The attached fiscal note concerns itself with 2 distinct projects: the preparation and dissemination of an ethics handbook and the preparation and dissemination of a video program related to ethics.

1. a. With respect to the preparation and dissemination of an ethics handbook, I have assumed the following indirect costs:

<b>Unit</b>	<b># of Units</b>	<b>\$ Per Unit</b>	<b>Sub-Ttl.</b>	<b>Fringes</b>	<b>Total</b>
Staff Review	2 hours	\$24.65	\$49.30	\$18.24	\$67.54
Handbook Formatting	32 hours	\$15.90	\$508.80	\$21.76	\$530.56
<b>Total Cost</b>					<b>\$598.10</b>

- b. With respect to direct costs, the print provider Metagraphix has provided an estimate for the printing and saddle-stitched binding of 350 handbooks. **This estimate is \$357.95.**

2. a. With respect to the preparation and dissemination of a video program related to ethics, I have assumed the following indirect costs (including fringes):

<b>Unit</b>	<b># of Units</b>	<b>\$ Per Unit</b>	<b>Total</b>
Studio Shoot	8 hours	\$90	\$720
Editing	16 hours	\$50	\$800
<b>Total Cost</b>			<b>\$1,520</b>

- b. With respect to the preparation and dissemination of a video program related to ethics, I have assumed the following direct costs:

<b>Unit</b>	<b># of Units</b>	<b>\$ Per Unit</b>	<b>Total</b>
Scriptwriter	1	\$800	\$800
Videotape Duplication	100	\$4	\$400
<b>Total Cost</b>			<b>\$1,200</b>