

Division Description**Request for Fiscal Year:** 2023**Agency:** State Lottery

440

Division: State Lottery

LO1

Statutory Authority:

Voters approved the creation of a state lottery in November 1988, and the Idaho Lottery was established in 1989. The mission of the Idaho Lottery is to maximize net income and the resulting annual dividend payment for Idaho public buildings and schools.

The Idaho Lottery's net income was originally split equally between the Permanent Building Fund and the School District Building Fund. In 2009, H275 provided that beginning on July 1, 2009, so long as transfers to the Permanent Building Fund and the School District Building Fund reach FY 2008 levels or \$17,000,000 for each fund, transfers of net income to the Permanent Building Fund and School District Building Fund shall decrease to three-eighths each, and the remaining one-fourth of net Lottery income shall transfer to the Bond Levy Equalization Fund. The legislation was originally set to expire September 30, 2014, but H478 of 2014 extended the sunset date to July 1, 2019, and S1206 of 2017 made the distribution permanent.

Since its inception in 1989, the Lottery has distributed over \$1 billion in dividends to the state (\$1,034,000,000).

The Idaho Lottery Commission is a five-member board appointed by the Governor. Appointees serve five-year terms. The commission adopts rules for the agency, approves contracts, and monitors Idaho Lottery operations.

[Statutory Authority: Chapter 74, Title 67, Idaho Code]

PCF Detail Report

Request for Fiscal Year: 202
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Agency: State Lottery

440

Appropriation Unit: State Lottery

SGCA

Fund: State Lottery Account

41900

PCN	Class	Description	FTP	Salary	Health	Variable Benefits	Total
Totals from Personnel Cost Forecast (PCF)							
		Permanent Positions	43.00	2,334,282	500,950	496,947	3,332,179
		Total from PCF	43.00	2,334,282	500,950	496,947	3,332,179
		FY 2022 ORIGINAL APPROPRIATION	45.00	2,520,673	535,590	529,637	3,585,900
		Unadjusted Over or (Under) Funded:	2.00	186,391	34,640	32,690	253,721
Adjustments to Wage and Salary							
VAC000 001	01120 R90	CUSTOMER SVC REP 2	1.00	31,200	11,650	6,809	49,659
VAC000 002	01707 R90	IT OPS & SUPPORT TECHNICIAN	1.00	41,600	11,650	9,079	62,329
Other Adjustments							
	503	Brd/Cmsn Members	.00	38,700	0	0	38,700
	512	Employee Benefits	.00	0	0	3,300	3,300
Estimated Salary Needs							
		Board, Group, & Missing Positions	2.00	111,500	23,300	19,188	153,988
		Permanent Positions	43.00	2,334,282	500,950	496,947	3,332,179
		Estimated Salary and Benefits	45.00	2,445,782	524,250	516,135	3,486,167
Adjusted Over or (Under) Funding							
		Original Appropriation	.00	74,891	11,340	13,502	99,733
		Estimated Expenditures	.00	74,891	11,340	13,502	99,733
		Base	.00	74,891	11,340	13,502	99,733

PCF Summary ReportRequest for Fiscal Year: 202
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Agency: State Lottery

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DU	FTP	Salary	Health	Variable Benefits	Total
3.00 FY 2022 ORIGINAL APPROPRIATION	45.00	2,520,673	535,590	529,637	3,585,900
5.00 FY 2022 TOTAL APPROPRIATION	45.00	2,520,673	535,590	529,637	3,585,900
7.00 FY 2022 ESTIMATED EXPENDITURES	45.00	2,520,673	535,590	529,637	3,585,900
9.00 FY 2023 BASE	45.00	2,520,673	535,590	529,637	3,585,900
10.12 Change in Variable Benefit Costs	0.00	0	0	(11,700)	(11,700)
10.61 Salary Multiplier - Regular Employees	0.00	24,100	0	5,100	29,200
10.62 Salary Multiplier - Group and Temporary	0.00	400	0	0	400
11.00 FY 2023 PROGRAM MAINTENANCE	45.00	2,545,173	535,590	523,037	3,603,800
12.01 Sales Representative Wage Increase	0.00	31,400	0	0	31,400
12.02 Sales Development Specialist	1.00	47,800	11,700	10,400	69,900
12.03 Regional Sales Representative	1.00	37,400	11,700	8,200	57,300
12.04 Detective	1.00	62,400	11,700	13,600	87,700
12.05 IT Software Engineer I	1.00	52,000	11,700	11,300	75,000
12.06 IT Software Engineer II	1.00	72,800	27,600	0	100,400
13.00 FY 2023 TOTAL REQUEST	50.00	2,848,973	609,990	566,537	4,025,500

Agency/Department:	Self-Governing Agencies	Agency Number:	440
Budgeted Division:	State Lottery	Luma Fund Number	41900
Budgeted Program	State Lottery	Appropriation (Budget) Unit	SGCA
		Fiscal Year:	2023
Original Request Date:	9/1/2021	Fund Name:	State Lottery
Revision Date:		Historical Fund #:	0419-00
Revision #:		Budget Submission Page #	of

PCN	CLASS CODE	DESCRIPTION	Indicator Code	FTP	FY 2022 SALARY	FY 2022 HEALTH BENEFITS	FY 2022 VAR BENEFITS	FY 2022 TOTAL	FY 2023 CHG HEALTH BENEFITS	FY 2023 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES
		Totals from Wage and Salary Report (WSR):									
		Permanent Positions	1	43.00	2,334,280	500,950	496,946	3,332,176	0	(11,355)	(11,355)
		Board & Group Positions	2		38,689	0	3,333	42,022			
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0	0	0	0
		TOTAL FROM WSR		43.00	2,372,969	500,950	500,279	3,374,198	0	(11,355)	(11,355)
		FY 2022 ORIGINAL APPROPRIATION	3,585,900	45.00	2,521,852	532,380	531,668	3,585,900			
		Unadjusted Over or (Under) Funded:	Est Difference	2.00	148,883	31,430	31,388	211,702	Calculated overfunding is 5.9% of Original Appropriation		
		Adjustments to Wage & Salary: Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:									
		Retire Cd	Adjustment Description / Position Title								
	01120	Customer Service Representative 2	1	1.00	31,200	11,650	6,809	49,659	0	(156)	(156)
	01707	IT Operations and Support Technician	1	1.00	41,600	11,650	9,079	62,329	0	(208)	(208)
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
		Other Adjustments:									
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
		Estimated Salary Needs:									
		Permanent Positions	1	45.00	2,407,080	524,250	512,835	3,444,165	0	(11,719)	(11,719)
		Board & Group Positions	2	0.00	38,689	0	3,333	42,022	0	0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0	0	0	0
		Estimated Salary and Benefits		45.00	2,445,769	524,250	516,168	3,486,186	0	(11,719)	(11,719)
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	70,000	15,000	14,800	99,800	Calculated overfunding is 2.8% of Original Appropriation		
			Est. Expend	0.00	69,900	15,000	14,700	99,600	Calculated overfunding is 2.8% of Estimated Expenditures		
			Base	0.00	69,900	15,000	14,700	99,600	Calculated overfunding is 2.8% of the Base		
		Personnel Cost Reconciliation - Relation to Zero Variance --->									
DU			Original Appropriation	FTP	FY 22 Salary	FY 22 Health Ben	FY 22 Var Ben	FY 2022 Total	FY 23 Chg Health Bens	FY 23 Chg Var Bens	Total Benefit Change
3.00		FY 2022 ORIGINAL APPROPRIATION	3,585,900	45.00	2,515,724	539,245	530,931	3,585,900			

FORM B6: WAGE & SALARY RECONCILIATION

		Rounded Appropriation	FTP	FY 23 Salary	FY23 Health Ben	FY 23 Var Ben	FY 2023 Total
4.11	Appropriation Adjustments:		45.00	2,515,700	539,200	530,900	3,585,900
4.31	Reappropriation		0.00	0	0	0	0
	Supplemental		0.00	0	0	0	0
5.00	FY 2022 TOTAL APPROPRIATION		45.00	2,515,700	539,200	530,900	3,585,900
6.31	Expenditure Adjustments:		0.00	0	0	0	0
6.51	FTP or Fund Adjustment		0.00	0	0	0	0
7.00	FY 2022 ESTIMATED EXPENDITURES		45.00	2,515,700	539,200	530,900	3,585,900
8.31	Base Adjustments:		0.00	0	0	0	0
8.41	Transfer Between Programs		0.00	0	0	0	0
8.51	Removal of One-Time Expenditures		0.00	0	0	0	0
	Base Reduction		0.00		0		0
9.00	FY 2023 BASE		45.00	2,515,700	539,200	530,900	3,585,900
10.11	Change in Health Benefit Costs				0	(11,700)	0
10.12	Change in Variable Benefits Costs	Indicator Code					(11,700)
10.51	Annualization			0	0	0	0
10.61	CEC for Permanent Positions	1.00%		24,100		5,100	29,200
10.62	CEC for Group Positions	1.00%		400		0	400
10.63	CEC for Elected Officials & Commissioners			0		0	0
11.00	FY 2023 PROGRAM MAINTENANCE		45.00	2,540,200	539,200	524,300	3,603,800
12.01	Line Items:						
12.02	Sales Representation Wage Increases			31,400			31,400
12.03	Sales Development Specialist		1.00	47,800	11,650	10,400	69,900
12.03	Regional Sales Representative		1.00	37,400	11,650	8,200	57,300
12.04	Detective		1.00	62,400	11,650	13,600	87,700
12.05	IT Software Engineer I		1.00	52,000	11,650	11,300	75,000
12.06	IT Software Engineer II		1.00	72,800	11,650	15,900	100,400
13.00	FY 2023 TOTAL REQUEST		50.00	2,844,000	597,450	583,700	4,025,500

One-Time Operating & One-Time Capital Outlay Summary

Agency: State Lottery

Request for Fiscal Year: 2023

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Detail	Priority	Appropriatio n Unit	DU	Fund	Summary Object	Item Description	Current Mileage	Date Acquired	Quantity in Stock	Request Quantity Desired	Request Unit Cost	Request Total Cost
1		SGCA	10.31	41900	740	Dell R640 Server	0		0.00	1.00	16,000.00	16,000
2		SGCA	10.32	41900	740	iMAC Workstation	0	2017	1.00	1.00	5,000.00	5,000
3		SGCA	10.33	41900	740	Thinkcentre desktop computers	0	2018	5.00	5.00	715.00	3,600
4		SGCA	10.34	41900	768	Customer Service Point of Sale system	0		0.00	1.00	7,500.00	7,500
5		SGCA	10.35	41900	740	Thinkcentre M720q desktop computers	0		0.00	6.00	600.00	3,600
Subtotal										6.00	14.00	35,700
Grand Total by Appropriation Unit												
SGCA										35,700		
Subtotal										35,700		
Grand Total by Decision Unit												
10.31										16,000		
10.32										5,000		
10.33										3,600		
10.34										7,500		
10.35										3,600		
Subtotal										35,700		
Grand Total by Fund Source												
41900										35,700		
Subtotal										35,700		
Grand Total by Summary Account												
740										6.00	13.00	28,200
768										0.00	1.00	7,500
Subtotal										6.00	14.00	35,700

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
Agency:	State Lottery							440
Division:	State Lottery							LO1
Appropriation Unit:	State Lottery							SGCA
FY 2021 Total Appropriation								
1.00	FY 2021 Total Appropriation							SGCA
	HB#304							
	41900 Dedicated		45.00	3,517,100	2,654,100	53,400	0	6,224,600
OT	41900 Dedicated		0.00	0	0	75,200	0	75,200
			45.00	3,517,100	2,654,100	128,600	0	6,299,800
1.61	Reverted Appropriation Balances							SGCA
	41900 Dedicated		0.00	(344,800)	(613,200)	(500)	0	(958,500)
			0.00	(344,800)	(613,200)	(500)	0	(958,500)
FY 2021 Actual Expenditures								
2.00	FY 2021 Actual Expenditures							SGCA
	41900 Dedicated		45.00	3,172,300	2,040,900	52,900	0	5,266,100
OT	41900 Dedicated		0.00	0	0	75,200	0	75,200
			45.00	3,172,300	2,040,900	128,100	0	5,341,300
FY 2022 Original Appropriation								
3.00	FY 2022 Original Appropriation							SGCA
	H0304							
	41900 Dedicated		45.00	3,585,900	2,756,600	53,400	0	6,395,900
OT	41900 Dedicated		0.00	0	10,000	44,600	0	54,600
			45.00	3,585,900	2,766,600	98,000	0	6,450,500
FY 2022 Total Appropriation								
5.00	FY 2022 Total Appropriation							SGCA
	41900 Dedicated		45.00	3,585,900	2,756,600	53,400	0	6,395,900
OT	41900 Dedicated		0.00	0	10,000	44,600	0	54,600
			45.00	3,585,900	2,766,600	98,000	0	6,450,500
FY 2022 Estimated Expenditures								
7.00	FY 2022 Estimated Expenditures							SGCA
	41900 Dedicated		45.00	3,585,900	2,756,600	53,400	0	6,395,900
OT	41900 Dedicated		0.00	0	10,000	44,600	0	54,600
			45.00	3,585,900	2,766,600	98,000	0	6,450,500

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
Base Adjustments								
8.51	Base Reductions							SGCA
	This decision unit provides a base reduction to x.							
OT	41900	Dedicated	0.00	0	(10,000)	(44,600)	0	(54,600)
			0.00	0	(10,000)	(44,600)	0	(54,600)
FY 2023 Base								
9.00	FY 2023 Base							SGCA
	41900	Dedicated	45.00	3,585,900	2,756,600	53,400	0	6,395,900
OT	41900	Dedicated	0.00	0	0	0	0	0
			45.00	3,585,900	2,756,600	53,400	0	6,395,900

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total	
Program Maintenance									
10.12	Change in Variable Benefit Costs								SGCA
	Change in Variable Benefit Costs								
	41900	Dedicated	0.00	(11,700)	0	0	0	(11,700)	
			0.00	(11,700)	0	0	0	(11,700)	
10.31	Repair, Replacement Items/Alteration Req #1								SGCA
	OT	41900	Dedicated	0.00	0	0	16,000	0	16,000
				0.00	0	0	16,000	0	16,000
10.32	Repair, Replacement Items/Alteration Req #2								SGCA
	OT	41900	Dedicated	0.00	0	0	5,000	0	5,000
				0.00	0	0	5,000	0	5,000
10.33	Repair, Replacement Items/Alteration Req #3								SGCA
	OT	41900	Dedicated	0.00	0	0	3,600	0	3,600
				0.00	0	0	3,600	0	3,600
10.34	Repair, Replacement Items/Alteration Req #4								SGCA
	OT	41900	Dedicated	0.00	0	0	7,500	0	7,500
				0.00	0	0	7,500	0	7,500
10.35	Repair, Replacement Items/Alteration Req #5								SGCA
	OT	41900	Dedicated	0.00	0	0	3,600	0	3,600
				0.00	0	0	3,600	0	3,600
10.61	Salary Multiplier - Regular Employees								SGCA
	Salary Adjustments - Regular Employees								
	41900	Dedicated	0.00	29,200	0	0	0	29,200	
			0.00	29,200	0	0	0	29,200	
10.62	Salary Multiplier - Group and Temporary								SGCA
	Salary Adjustments - Group and Temporary								
	41900	Dedicated	0.00	400	0	0	0	400	
			0.00	400	0	0	0	400	

			FTP	Personnel Costs	Operating Expense	Capital Outlay	Trustee Benefit	Total
FY 2023 Total Maintenance								
11.00	FY 2023 Total Maintenance							SGCA
	41900	Dedicated	45.00	3,603,800	2,756,600	53,400	0	6,413,800
OT	41900	Dedicated	0.00	0	0	35,700	0	35,700
			45.00	3,603,800	2,756,600	89,100	0	6,449,500
Line Items								
12.01	Sales Representative Wage Increase							SGCA
	41900	Dedicated	0.00	31,400	0	0	0	31,400
			0.00	31,400	0	0	0	31,400
12.02	Sales Development Specialist							SGCA
	41900	Dedicated	1.00	69,900	0	0	0	69,900
			1.00	69,900	0	0	0	69,900
12.03	Regional Sales Representative							SGCA
	41900	Dedicated	1.00	57,300	0	0	0	57,300
			1.00	57,300	0	0	0	57,300
12.04	Detective							SGCA
	41900	Dedicated	1.00	87,700	0	0	0	87,700
			1.00	87,700	0	0	0	87,700
12.05	IT Software Engineer I							SGCA
	41900	Dedicated	1.00	75,000	0	0	0	75,000
			1.00	75,000	0	0	0	75,000
12.06	IT Software Engineer II							SGCA
	41900	Dedicated	1.00	100,400	0	0	0	100,400
			1.00	100,400	0	0	0	100,400
FY 2023 Total								
13.00	FY 2023 Total							SGCA
	41900	Dedicated	50.00	4,025,500	2,756,600	53,400	0	6,835,500
OT	41900	Dedicated	0.00	0	0	35,700	0	35,700
			50.00	4,025,500	2,756,600	89,100	0	6,871,200

Program Request by Decision Unit

Request for Fiscal Year 2023

Agency: State Lottery

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Appropriation State Lottery
Unit:

SGCA

Decision Unit Number	12.01	Descriptive Title	Sales Representative Wage Increase				
				General	Dedicated	Federal	Total
Personnel Cost							
	500	Employees		0	31,400	0	31,400
		Personnel Cost Total		0	31,400	0	31,400
				0	31,400	0	31,400

Explain the request and provide justification for the need.

The current starting wage for Lottery Sales Representatives is \$17 per hour. This is extremely low when examining job duties and understanding changes in the market. Entry level positions are paying around this wage and this position is not entry level. We need to increase the starting rate to \$18 per hour. As we anticipate turnover due to retirements in the coming 1-2 years we know we'll be required to recruit and will need a better starting wage to be successful. Compression issues then exist as a result with Sales Representatives who have been with the Lottery for some time earning not much more than new starting rates. Resulting compression issues will be resolved with merit based increases as required.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code 67-7409(b)

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

Personnel Costs

List positions, pay grades, full/part-time status, benefits, terms of service.

N/A

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

N/A

Describe method of calculation (RFI, market cost, etc.) and contingencies.

A 5% increase would bring newer Sales Representatives far enough away from the new starting wage to maintain equity and fairness.

Provide detail about the revenue assumptions supporting this request.

The Lottery assumes this position will be funded in an ongoing manner by Lottery ticket sales.

Who is being served by this request and what is the impact if not funded?

Sales Representatives and the Lottery as a whole, players, retailers, and our beneficiaries will be impacted negatively if this request is not approved. With four retirements pending and without a better wage overall will very likely lead to turnover, difficulties with recruitment, retailers will not be served properly and we could easily lose good, dependable employees, ultimately affecting our dividend.

Agency: State Lottery

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Appropriation Unit: State Lottery

SGCA

Decision Unit Number	12.02	Descriptive Title	Sales Development Specialist	General	Dedicated	Federal	Total
Personnel Cost							
500	Employees			0	47,801	0	47,801
512	Employee Benefits			0	10,400	0	10,400
513	Health Benefits			0	11,700	0	11,700
Personnel Cost Total				0	69,901	0	69,901
				0	69,901	0	69,901

Explain the request and provide justification for the need.

With the growth of population and retailer locations, the Sales Manager is required to focus on growth and strategic challenges facing the Lottery, which makes being in the field working with the Sales Representatives directly difficult. We request a Sales Development Specialist, paid approx. \$23 per hour, to serve as the intermediary between the Sales Manager and the Sales Representatives in the field to provide continuity and front line management of the field.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code 67-7409(b)

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

Personnel Costs

List positions, pay grades, full/part-time status, benefits, terms of service.

Sales Development Specialist, non-classified, no assigned pay grade, permanent, full-time and benefited.

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

Office equipment - included in FY23 Budget Request

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculated based on pay of Sales Representatives and Sales Manager with this position between those.

Provide detail about the revenue assumptions supporting this request.

The Lottery assumes this position will be funded in an ongoing manner by Lottery ticket sales.

Who is being served by this request and what is the impact if not funded?

The field Sales Representatives, the Lottery as a whole, players, retailers and our beneficiaries will be negatively impacted if this position is not approved. This position will provides needed coaching and oversight of those in the field, resulting in the delivery of a better product, increased sales and a greater dividend. Positive growth and other strategic planning tasks require the attention of the Sales Manager while field staff are challenged with limited oversight and the support needed to ensure continued dividend growth.

Agency: State Lottery

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Appropriation Unit: State Lottery

SGCA

Decision Unit Number	12.03	Descriptive Title	Regional Sales Representative	General	Dedicated	Federal	Total
Personnel Cost							
	500	Employees		0	37,401	0	37,401
	512	Employee Benefits		0	8,200	0	8,200
	513	Health Benefits		0	11,700	0	11,700
		Personnel Cost Total		0	57,301	0	57,301
				0	57,301	0	57,301

Explain the request and provide justification for the need.

The Lottery is experiencing tremendous growth, in part due to increasing population and the growth of new retail outlets selling Lottery products. To keep up with population and retailer growth (which is out of our control) and to ensure retailers are serviced properly, we are in need of an additional (16th) Regional Sales Representative, paid \$18 per hour, to support our increased selling locations.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code 67-7409(b)

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

Personnel Costs

List positions, pay grades, full/part-time status, benefits, terms of service.

Regional Sales Representative, non-classified, no assigned pay grade, permanent, full-time and benefited.

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

Office equipment - included in FY23 Budget Request. Vehicle already in fleet.

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Based on new requested starting rate for Sales Representatives, due to market conditions.

Provide detail about the revenue assumptions supporting this request.

The Lottery assumes this position will be funded in an ongoing manner by Lottery ticket sales.

Who is being served by this request and what is the impact if not funded?

The field Sales Representatives, the Lottery as a whole, players, retailers and our beneficiaries will be negatively impacted without this approval. Idaho is experiencing imminent and continued growth in our most populated areas and in the very near future there will be too many retailers for staff to manage at current staffing levels. Without this position current Sales Representatives will be overloaded with accounts and unable to service retailers appropriately. This will negatively impact the Lottery dividend.

Program Request by Decision Unit

Request for Fiscal Year 2023

Agency: State Lottery

440

Appropriation Unit: State Lottery

SGCA

Decision Unit Number 12.04 Descriptive Title Detective

	General	Dedicated	Federal	Total
Personnel Cost				
500 Employees	0	62,401	0	62,401
512 Employee Benefits	0	13,600	0	13,600
513 Health Benefits	0	11,700	0	11,700
Personnel Cost Total	0	87,701	0	87,701
	0	87,701	0	87,701

Explain the request and provide justification for the need.

The Lottery is experiencing tremendous growth, in part due to increasing population and the growth of new retail outlets selling Lottery products. Unfortunately, this also leads to more opportunities for theft and fraud of Lottery products. Our current Detective will very soon be unable to keep up with investigations and cases. We request the addition of a Detective position, paid \$30 per hour, to investigate cases and prosecute criminals to protect the interest and integrity of the Lottery.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code 67-7409(b)

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

Personnel Costs

List positions, pay grades, full/part-time status, benefits, terms of service.

Detective, non-classified, with an M pay grade, permanent, full-time and benefited.

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

Office equipment - included in FY23 Budget Request

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Calculated based on our current Detective's pay rate.

Provide detail about the revenue assumptions supporting this request.

The Lottery assumes this position will be funded in an ongoing manner by Lottery ticket sales.

Who is being served by this request and what is the impact if not funded?

The Lottery as a whole, players, retailers and our beneficiaries will be negatively impacted without the approval of this position. With growth, unfortunately, also comes increased theft and fraud. Without another Detective to work cases, these will be left unsolved, criminals will not be caught and prosecuted and could put the Lottery's integrity in jeopardy.

Program Request by Decision Unit

Request for Fiscal Year 2023

Agency: State Lottery

440

Appropriation Unit: State Lottery

SGCA

Decision Unit Number	12.05	Descriptive Title	IT Software Engineer I				
				General	Dedicated	Federal	Total
Personnel Cost							
500	Employees			0	52,001	0	52,001
512	Employee Benefits			0	11,300	0	11,300
513	Health Benefits			0	11,700	0	11,700
Personnel Cost Total				0	75,001	0	75,001
				0	75,001	0	75,001

Explain the request and provide justification for the need.

The Lottery has a very complex digital infrastructure that includes websites, mobile applications, ticket checking systems, players club, etc., that must all interact and provide real-time, accurate data and functionality. As functionality continues to move toward digitalization, having employees in these positions is critical. Our Gaming System contract requires that this position be completely funded by the vendor on behalf of the Lottery. Traditionally the Gaming System vendor has employed this position, but this has become extremely difficult to manage and we both agree the Lottery would be better served by employing this position and be fully reimbursed by the vendor for all pay, benefits and other employment costs. The pay requested is \$25 per hour.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code 67-7409(c)

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

Personnel Costs

List positions, pay grades, full/part-time status, benefits, terms of service.

Front End Web Designer/Developer, Pay grade K, permanent, full-time and benefited.

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

Office equipment - included in FY23 Budget Request

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Based on over 70% compa-ratio and properly fit between other IT positions and would be fairly entry level. This position is 100% reimbursed by our Gaming System Vendor as part of a long term contract.

Provide detail about the revenue assumptions supporting this request.

The Lottery assumes this position will be funded in an ongoing manner by Idaho Lottery Gaming System Vendor.

Who is being served by this request and what is the impact if not funded?

The Lottery as a whole, players and ultimately our beneficiaries would be negatively impacted if not approved. No funding is required. Players rely heavily on our digital products and non-functional, outdated, inefficient and compromised platforms harm the reputation of the Lottery. Having this position staffed by our vendor is not working as they do not recruit, hire, train and manage employees as we prefer. If the Lottery does not get approval for this position, they will remain contractually provided by the vendor, but the positions will be continually vacant, not managed properly and results in the Lottery not being able to provide necessary services.

Agency: State Lottery

440

Appropriation Unit: State Lottery

SGCA

Decision Unit Number	12.06	Descriptive Title	IT Software Engineer II	General	Dedicated	Federal	Total
Personnel Cost							
500	Employees			0	72,801	0	72,801
513	Health Benefits			0	27,600	0	27,600
Personnel Cost Total				0	100,401	0	100,401
				0	100,401	0	100,401

Explain the request and provide justification for the need.

The Lottery has a very complex digital infrastructure that includes websites, mobile applications, ticket checking systems, players club, etc., that must all interact and provide real-time, accurate data and functionality. As functionality continues to move toward digitalization, having employees in these positions is critical. Our Gaming System contract requires that this position be completely funded by the vendor on behalf of the Lottery. Traditionally the Gaming System vendor has employed this position, but this has become extremely difficult to manage and we both agree the Lottery would be better served by employing this position and be fully reimbursed by the vendor for all pay, benefits and other employment costs. The pay requested is \$35 per hour.

If a supplemental, what emergency is being addressed?

N/A

Specify the authority in statute or rule that supports this request.

Idaho Code 67-7409(c)

Indicate existing base of PC, OE, and/or CO by source for this request.

N/A

What resources are necessary to implement this request?

Personnel Costs

List positions, pay grades, full/part-time status, benefits, terms of service.

Web Developer, pay grade L, permanent, full-time and benefited.

Will staff be re-directed? If so, describe impact and show changes on org chart.

No

Detail any current one-time or ongoing OE or CO and any other future costs.

Office equipment - included in FY23 Budget Request

Describe method of calculation (RFI, market cost, etc.) and contingencies.

Web Developer is a very competitive position that is hard to fill. The requested rate is based on 88% compa-ratio and to be able to properly recruit. This position is 100% reimbursed by our Gaming System Vendor as part of a long term contract.

Provide detail about the revenue assumptions supporting this request.

The Lottery assumes this position will be funded in an ongoing manner by Idaho Lottery Gaming System Vendor.

Who is being served by this request and what is the impact if not funded?

The Lottery as a whole, players and ultimately our beneficiaries would be negatively impacted if not approved. No funding is required. Players rely heavily on our digital products and non-functional, outdated, inefficient and compromised platforms harm the reputation of the Lottery. Having this position staffed by our vendor is not working as they do not recruit, hire, train and manage employees as we prefer. If the Lottery does not get approval for this position, they will remain contractually provided by the vendor, but the positions will be continually vacant, not managed properly and results in the Lottery not being able to provide necessary services.

Agency Revenues

Request for Fiscal Year: 2023

Agency: State Lottery

440

		FY 19 Actuals	FY 20 Actuals	FY 21 Actuals	FY 22 Estimated Revenue	FY 23 Estimated Revenue	Significant Assumptions
Fund 41900 State Lottery Account	470 Other Revenue	288,616,000	278,295,800	372,750,100	359,360,000	366,470,000	5% Decrease in Ticket Sales for FY22.
	State Lottery Account Total	288,616,000	278,295,800	372,750,100	359,360,000	366,470,000	2% Increase in Ticket Sales for FY23.
	Agency Name Total	288,616,000	278,295,800	372,750,100	359,360,000	366,470,000	

Analysis of Fund Balances
Request for Fiscal Year: 2023
Agency: State Lottery

440

Fund: State Lottery Account

41900

Sources and Uses:

Proceeds from the sale of lottery tickets and license fees from charitable gaming applications (Section 67-7428, Idaho Code). The moneys generated for a fixed appropriation budget unit (SGCA) pay for administrative expenses not to exceed fifteen percent (15%) of lottery revenue during any fiscal year (Section 67-7449, Idaho Code).

The moneys generated for continuous appropriation

	FY 19 Actuals	FY 20 Actuals	FY 21 Actuals	FY 22 Estimate	FY 23 Estimate
01. Beginning Free Fund Balance	54,076,600	61,068,400	56,183,300	72,831,000	68,250,000
02. Encumbrances as of July 1	225,000	213,000	189,000	243,000	250,000
02a. Reappropriation (Legislative Carryover)	0	0	0	0	0
03. Beginning Cash Balance	54,301,600	61,281,400	56,372,300	73,074,000	68,500,000
04. Revenues (from Form B-11)	288,616,000	278,295,800	372,750,100	359,360,000	366,470,000
05. Non-Revenue Receipts and Other Adjustments	0	0	0	0	0
06. Statutory Transfers In	0	0	0	0	0
07. Operating Transfers In	0	0	0	0	0
08. Total Available for Year	342,917,600	339,577,200	429,122,400	432,434,000	434,970,000
09. Statutory Transfers Out	53,500,000	60,000,000	55,500,000	72,500,000	68,000,000
10. Operating Transfers Out	0	0	0	0	0
11. Non-Expenditure Distributions and Other Adjustments	(317,400)	198,200	195,100	0	0
12. Cash Expenditures for Prior Year Encumbrances	218,500	206,600	189,000	243,000	250,000
13. Original Appropriation	6,057,700	6,159,100	6,299,800	6,450,500	6,871,200
14. Prior Year Reappropriations, Supplementals, Recessions	0	(6,600)	0	0	0
15. Non-cogs, Receipts to Appropriations, etc.	0	0	0	0	0
16. Reversions and Continuous Appropriations	222,390,400	216,836,600	294,107,500	284,990,500	290,098,800
17. Current Year Reappropriation	0	0	0	0	0
18. Reserve for Current Year Encumbrances	(213,000)	(189,000)	(243,000)	(250,000)	(250,000)
19. Current Year Cash Expenditures	228,235,100	222,800,100	300,164,300	291,191,000	296,720,000
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)	228,448,100	222,989,100	300,407,300	291,441,000	296,970,000
20. Ending Cash Balance	61,281,400	56,372,300	73,074,000	68,500,000	70,000,000
21. Prior Year Encumbrances as of June 30	0	0	0	0	0
22. Current Year Encumbrances as of June 30	213,000	189,000	243,000	250,000	250,000
22a. Current Year Reappropriation	0	0	0	0	0
23. Borrowing Limit	0	0	0	0	0
24. Ending Free Fund Balance	61,068,400	56,183,300	72,831,000	68,250,000	69,750,000
24a. Investments Direct by Agency (GL 1203)	0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments	61,068,400	56,183,300	72,831,000	68,250,000	69,750,000
26. Outstanding Loans (if this fund is part of a loan program)	0	0	0	0	0

Note:

Agency Summary And Certification

FY 2023 Request

Agency: State Lottery

440

In accordance with 67-3502 Idaho Code, I certify the included budget properly states the receipts and expenditures of the departments (agency, office, or institution) for the fiscal years indicated.

Signature of Department

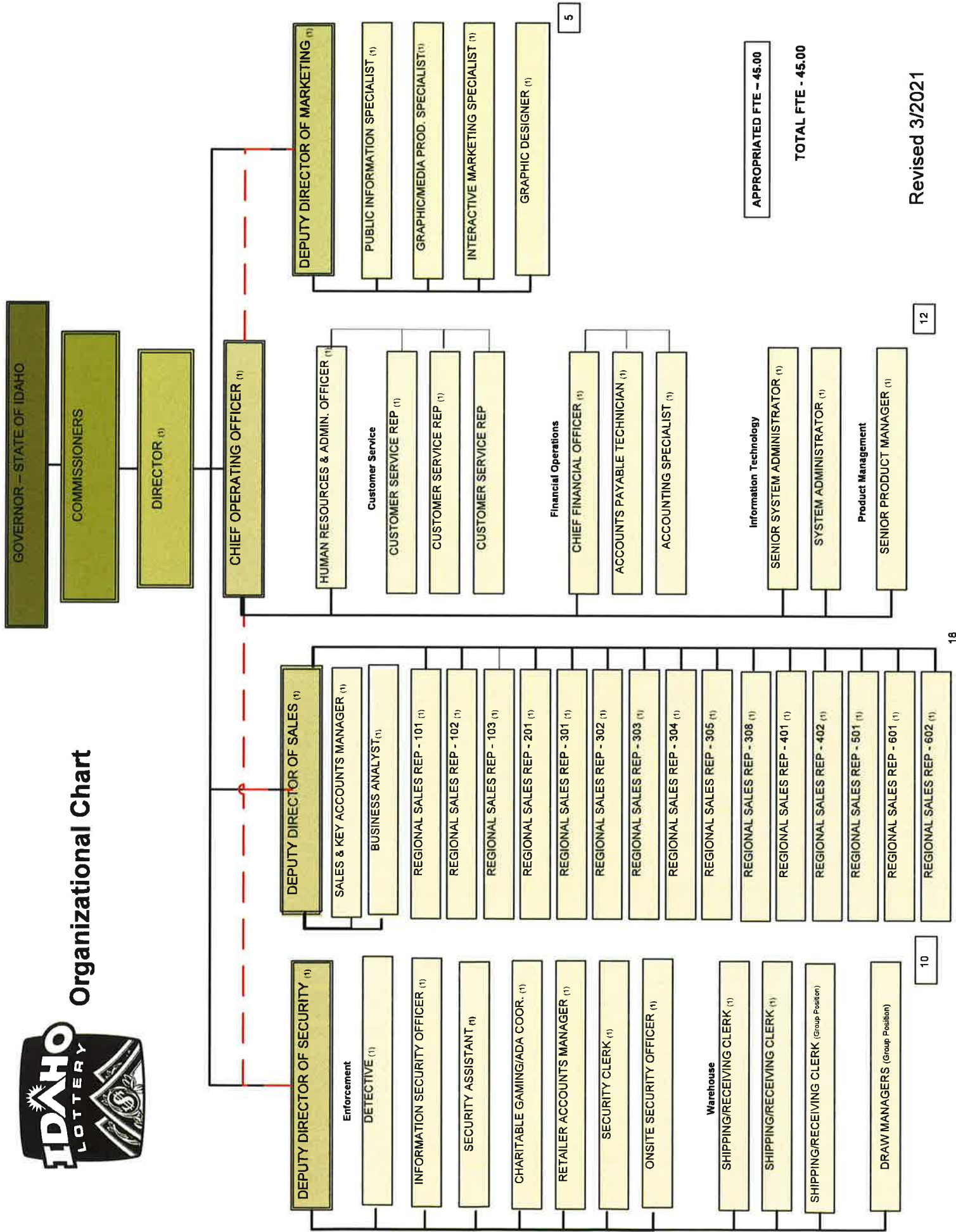
Date:

Director:

			FY 2021 Total Appropriation	FY 2021 Total Expenditures	FY 2022 Original Appropriation	FY 2022 Estimated Expenditures	FY 2023 Total Request
Appropriation Unit							
State Lottery			6,299,800	5,341,300	6,450,500	6,450,500	6,871,200
Total			6,299,800	5,341,300	6,450,500	6,450,500	6,871,200
By Fund Source							
D	41900	Dedicated	6,299,800	5,341,300	6,450,500	6,450,500	6,871,200
Total			6,299,800	5,341,300	6,450,500	6,450,500	6,871,200
By Account Category							
Operating Expense			2,654,100	2,040,900	2,766,600	2,766,600	2,756,600
Capital Outlay			128,600	128,100	98,000	98,000	89,100
Personnel Cost			3,517,100	3,172,300	3,585,900	3,585,900	4,025,500
Total			6,299,800	5,341,300	6,450,500	6,450,500	6,871,200
FTP Positions			45.00	45.00	45.00	45.00	50.00
Total			45.00	45.00	45.00	45.00	50.00



Organizational Chart



Part I – Agency Profile

Agency Overview

The Idaho State Lottery was established by citizen initiative in 1988 and is governed by Title 67, Chapter 74, *Idaho Code* for the purpose of operating the state lottery at the least public expense and the smallest staffing possible. *Idaho Code* Title 67, Chapter 7403 specifically states, “...**The lottery shall be operated to produce the maximum amount of net income to benefit the public purposes described in this chapter...**” Organizationally, the Idaho Lottery is categorized as a Self-Governing Agency.

The five-members of the Idaho Lottery Commission are appointed by the Governor and confirmed by the Idaho Senate for staggered five-year terms. They are responsible for setting policy for the agency and approving all major procurements. Commission members include: Chairman, Craig Corbett (Grace), Gary Michael (Boise), Susan Kerrick (Lewiston), Peter J. Smith (Coeur d’Alene) and Charles ‘Skip’ Smyser. (Parma). Administrative responsibility for the agency rests with the Director, who is appointed by the Governor and confirmed by the Idaho Senate. Jeffrey R. Anderson has served as the Director since 2007.

The agency is organized into four divisions: Administration/Operations, Sales, Marketing, and Security. The Security division oversees a warehouse in Boise used for the storage and distribution of Scratch™ tickets. Lottery headquarters are located at 1199 Shoreline Lane in Boise. The agency has 45 authorized positions that are distributed as follows: Lottery Headquarters – 28, Warehouse – 2, Regional Sales Representatives (located throughout the state) – 15. As of July 30, 2021, the Lottery has two vacancies.

Lottery products and their percentage of total sales fall into three play styles; Draw style games (17.2%), Scratch games (64.8%), and PullTab games (18.0%). Draw game sales are comprised of nine games: *Powerball* (41.2%), *Mega Millions* (31.0 %), *Idaho Cash* (2.8%), *Pick 3* (4.1%), *Idaho \$1,000,000 Raffle* (3.9%), *Weekly Grand* (2.6%), *5 Star Draw* (4.4%), *Lotto America* (3.7%), *Lucky for Life* (5.1%), *Pick 4* (new game) (.9%), and *2by2* (new game) (.3%). Lottery tickets are sold by 1,192 contracted Lottery retailers statewide. These consist of convenience stores, supermarkets, and other retail locations. Retailers receive 5% of sales as a base commission and may earn additional payments in the form of sales and cashing bonuses. The total for such additional payments is limited by statute, §67-7414, to a statewide total of 1% of sales.

The conclusion of Fiscal Year 2021 saw the Idaho Lottery deliver its largest dividend in history, at \$72.5 million, and eclipse the \$1 billion mark in total dividend transfers since beginning operations in 1989. This year’s historic dividend came on the strength of impressive sales, as the Lottery recorded \$372 million in product sales. Despite a year filled with disruptions due to the ongoing COVID-19 pandemic, the strength of Idaho’s economy, continued population growth, and limited entertainment choices, sales surged consistently well above plan and expected averages throughout the year. *Powerball* and *Mega Millions* also combined to deliver three jackpots over half-a-billion-dollars, including one that reached \$1.05 billion in January 2021.

Continuing a trend from FY20, Scratch ticket sales increased year-over-year by 24% (\$41.7 million). The Idaho Lottery introduced a record 72 different Scratch games during the fiscal year, twenty more than average. The entire Cashword game category recorded 16% of all Scratch Game sales.

Draw Games continued to thrive in FY21. The Idaho Lottery introduced the twice-daily, sold in Idaho-only game *Pick 4* along with a new regional daily draw game *2by2*. *Weekly Grand* moved to daily draws in April and the fourteenth edition of the *Idaho \$1,000,000 Raffle* sold out in only 45 days, ending on December 4, 2020 – the earliest in the game’s history.

The Idaho Lottery was created in 1988 by a vote of the people with the promise that proceeds and dividends from the sale of tickets would be used to benefit public education. When the Lottery sold its first ticket in July 1989, the annual dividend was split equally between the Idaho Department of Education’s Public School Building Fund Account and the Idaho Department of Administration’s Permanent Building Fund. The Department of Education used Lottery dividends for school facility improvements. The Permanent Building Fund projects provided

maintenance, repair, and capital projects for the State's permanent facilities, many of which are on college and university campuses. A 2009 statutory change altered the Lottery proceeds distribution formula. It fixed the Public School Building Account and Permanent Building Fund dividends at a minimum based on FY2008 distributions. When proceeds surpass the FY2008 minimum, up to three-eighths goes to the Public School Building Fund Account, up to three-eighths to the Permanent Building Fund, and up to one quarter to the Bond Levy Equalization Fund. The change was to sunset in 2017. A change in statute during the 2017 Legislative Session eliminated the sunset date for the Bond Levy Equalization Fund provision, extending the Lottery's funding formula to include the Bond Levy Equalization Fund in perpetuity.

Since 1989, the Idaho Lottery has returned more than \$1,034,000,000 for its good causes.

In addition to its lottery responsibilities, *Idaho Code*, Title 67, Chapter 77, grants authority to the Idaho Lottery to license and regulate charitable bingo and raffles conducted by charitable and non-profit organizations within the state.

The Director of Lottery Security, a position mandated by *Idaho Code* §67-7410 is responsible for Lottery retailer compliance with the Americans with Disabilities Act (ADA), Security operations, and the Warehouse.

Idaho Code §67-7409 grants the Idaho Lottery Director responsibility for monitoring Class III gaming on Indian Reservations as may be required by compacts entered into by the state in accordance with state statutory law and pursuant to the Indian Gaming Regulatory Act, 25 U.S.C. section 2701 et seq. and 18 U.S.C. sections 1166-1168.

Core Functions/Idaho Code

The Idaho Lottery is established and regulated by *Idaho Code*, Title 67, Chapter 74. Among other things, the chapter defines the duties of the Commission and the Director, establishes the legal age for purchasing and selling lottery tickets, prescribes the uses of lottery proceeds, and places limits on certain agency expenditures.

Idaho Code, Title 67, Chapter 77, governs charitable and non-profit bingo and raffles within the state. Section 67-7711 gives the Idaho State Lottery the authority to license organizations conducting bingo games or raffles and to regulate how those games or raffles are conducted.

Revenue and Expenditures

Revenue	FY 2018	FY 2019	FY 2020	FY 2021
Lottery Dedicated Funds	<u>\$265,810,900</u>	<u>\$288,616,000</u>	<u>\$278,295,800</u>	<u>\$372,750,100</u>
Total	\$265,810,900	\$288,616,000	\$278,295,800	\$372,750,100
Expenditures	FY 2018	FY 2019	FY 2020	FY 2021
Appropriated*				
Personnel Costs	\$3,185,700	\$3,259,100	\$3,182,000	\$3,172,800
Operating Expenditures	\$1,720,300	\$1,781,200	\$1,865,500	\$2,040,900
Capital Outlay	\$119,500	\$93,100	\$121,400	\$128,100
Continuously Appropriated				
Prizes	\$176,187,700	\$190,047,400	\$185,846,800	\$252,850,100
Commissions	\$15,607,400	\$16,641,300	\$16,232,900	\$21,912,500
Advertising	\$3,779,800	\$4,622,800	\$3,821,100	\$4,285,900
Tickets	\$5,308,600	\$5,728,400	\$5,588,600	\$7,792,300
Service Provider	<u>\$5,851,900</u>	<u>\$6,397,000</u>	<u>\$6,199,400</u>	<u>\$8,493,100</u>
Total	\$211,760,900	\$228,570,300	\$222,857,700	\$300,675,700

*SPENDING AUTHORITY ONLY. NO GENERAL FUND DOLLARS ARE APPROPRIATED FOR THE OPERATION OF THE LOTTERY

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2018	FY 2019	FY 2020	FY 2021
Lottery Sales	\$265,084,600	\$287,912,900	\$277,602,500	\$372,000,000
Total Dividend Declared by Commission	\$53,500,000	\$60,000,000	\$55,500,000	\$72,500,000

Licensing Freedom Act

	FY 2018	FY 2019	FY 2020	FY 2021
IDAHO LOTTERY RETAILER LICENSES PROCESSED				
Total Number of Licenses	102	55	36	146
Number of New Applicants Denied Licensure	7	9	3	4
Number of Applicants Refused Continuation of a License	6	19	21	26
Number of Complaints Against Licensees	17	40	8	16
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
CHARITABLE GAMING LICENSES PROCESSED				
Total Number of Licenses	178	180	183	212
Number of New Applicants Denied Licensure	1	4	4	0
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

Part II – Performance Measures

Idaho Code §67-7401 mandates the Idaho Lottery Director to operate the Lottery at the least public expense and the smallest staffing possible. Additionally, *Idaho Code §67-7403* directs that the Lottery be operated to produce the maximum amount of net income to benefit the public purposes described in the chapter, consonant with the public good. As it relates to Peer Benchmark Performance Measures, the Director and the Lottery Management Team endeavor to be in the top quintile among their peer states in the areas of **Sales per Capita**, **Dividends as a Percentage of Sales**, and **Dividend Increase Percentage** and among the lowest quintile for **Administrative Costs as a Percentage of Sales**.

Performance Measure		FY 2018	FY 2019	FY 2020	FY 2021	FY 2022
Responsibly increase net revenues						
1. Total Revenue	actual	\$265,810,900	\$288,616,000	\$278,295,800	\$372,750,100	
	target	\$253,300,000	\$271,000,000	\$294,600,000	\$285,500,000	\$359,360,000
2. Net Operating Income	actual	\$54,050,000	\$60,045,700	\$55,445,100	\$72,077,600	
	target	\$50,500,000	\$54,500,000	\$60,500,000	\$56,500,000	\$68,000,000
Rigorously manage costs						
3. Total Operating Expenses	actual	\$211,760,900	\$228,570,300	\$222,857,700	\$300,672,500	
	target	\$202,800,000	\$216,500,000	\$234,100,000	\$229,000,000	\$291,360,000

		FY 2018		FY 2019		FY 2020		FY 2021**	
Peer Benchmark Performance Measures		Peer Group*	Idaho	Peer Group*	Idaho	Peer Group*	Idaho	Peer Group*	Idaho
1. Sales per capita	actual	\$147.62	\$154.38	\$153.29	\$157.66	\$152.86	\$149.24		\$199.99
	target		\$149.55		\$151.38		\$158.00		\$153.48
2. Admin costs as a %tage of sales	actual	7.0%	6.2%	6.5%	5.9%	5.9%	6.1%		5.8%
	target		6.3%		6.2%		6.2%		6.2%
3. Dividends as a %tage of sales	actual	23.5%	20.2%	23.8%	20.8%	22.6%	20.0%		19.5%
	target		20.0%		20.1%		20.0%		19.8%
4. Dividend increase %tage	actual	7.2%	10.3%	5.2%	12.1%	-6.1%	-7.5%		30.6%
	target		3.3%		1.9%		.8%		1.8%

Performance Measure Explanatory Notes

*Peer Group includes states with marketplace and product portfolio similarity, not size of population or sales. This Peer Group includes: Arkansas, Iowa, Kansas, Maine, Minnesota, Nebraska, New Mexico, Tennessee and Vermont.

**This is a "previous year" looking Performance Measurement, as statistics for each state are not available at the time this document is published.

For More Information Contact:

Jeffrey R. Anderson, Director
Idaho State Lottery
1199 Shoreline Lane, Suite 100
Boise, ID 83702
Phone: 208.780.2500
E-mail: janderson@lottery.idaho.gov

Director Attestation for Performance Report

In accordance with *Idaho Code 67-1904*, I certify the data provided in the Performance Report has been internally assessed for accuracy, and, to the best of my knowledge, is deemed to be accurate.

Department: Idaho Lottery


Director's Signature

8/13/21
Date

Please return to:

Division of Financial Management
304 N. 8th Street, 3rd Floor
Boise, Idaho 83720-0032

FAX: 334-2438
E-mail: info@dfm.idaho.gov

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE
Date Prepared:	7/27/2021	For Fiscal Year:	2023

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	ADVANCED STORAGE CENTER				
City:	COEUR D'ALENE	County:	KOOTENAI		
Street Address:	6215 N GOVERNMENT WAY			Zip Code:	83815
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):		Lease Expires: MONTH TO MONTH

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

STORAGE UNIT UTILIZED BY IDAHO LOTTERY SALES REPRESENTATIVES WHO WORK IN THE FIELD FROM THEIR VEHICLES, AND WITHOUT OFFICE SPACE.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	300	300	300	300	300	300

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$1,800	\$1,854	\$1,910	\$1,967	\$2,026	\$2,087

IMPORTANT NOTES:

1. Please fill in the white sections only! If you have any questions, please call Melissa Broome @ 208-332-1933.
2. Upon completion, please send to Melissa Broome at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov.
3. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.
4. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request.

AGENCY NOTES:

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FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/27/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	AIRPORT RENT A SPACE				
City:	LEWISTON	County:	NEZ PERCE		
Street Address:	3406 4th STREET			Zip Code:	83501
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):	Lease Expires:	MONTH TO MONTH

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

STORAGE UNIT UTILIZED BY IDAHO LOTTERY SALES REPRESENTATIVES WHO WORK IN THE FIELD FROM THEIR VEHICLES, AND WITHOUT OFFICE SPACE.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	60	60	60	60	60	60

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$650	\$668	\$688	\$709	\$730	\$752

IMPORTANT NOTES:

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AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/26/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	IDAHO LOTTERY HEADQUARTERS				
City:	BOISE		ADA		
Street Address:	1199 SHORELINE LANE, SUITE 100			Zip Code:	83702
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):	Lease Expires:	12/31/2027

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

ADMINISTRATIVE OFFICES, CONFERENCE ROOMS, CUSTOMER SERVICE, WINNER CLAIMS AND PAYMENTS.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:	30	30	30	30	30	30
Full-Time Equivalent Positions:	30	30	30	30	30	30
Temp. Employees, Contractors, Auditors, etc.:	0	0	0	0	0	0

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	13,004	13,004	13,004	13,004	13,004	13,004

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$259,068	\$266,840	\$274,845	\$283,090	\$291,583	\$300,330

IMPORTANT NOTES:

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AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/27/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	IDAHO STORAGE CONNECTION				
City:	BOISE	County:	ADA		
Street Address:	11031 JOPLIN			Zip Code:	83714
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):	Lease Expires:	MONTH TO MONTH

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

STORAGE UNIT UTILIZED BY IDAHO LOTTERY SALES REPRESENTATIVES WHO WORK IN THE FIELD FROM THEIR VEHICLES, AND WITHOUT OFFICE SPACE.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	700	700	700	700	700	700

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$3,708	\$3,819	\$3,934	\$4,502	\$4,173	\$4,299

IMPORTANT NOTES:

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AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/27/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	INDORSTOR				
City:	IDAHO FALLS	County:	BONNEVILLE		
Street Address:	1755 N YELLOWSTONE HIGHWAY				Zip Code: 83401
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):		Lease Expires: MONTH TO MONTH

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

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COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	80	80	80	80	80	80

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$864	\$890	\$917	\$944	\$972	\$1,002

IMPORTANT NOTES:

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AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/27/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	MAGIC VALLEY STORAGE				
City:	TWIN FALLS	County:	TWIN FALLS		
Street Address:	1574 ELM STREET NORTH			Zip Code:	83301
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):	Lease Expires:	MONTH TO MONTH

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

STORAGE UNIT UTILIZED BY IDAHO LOTTERY SALES REPRESENTATIVES WHO WORK IN THE FIELD FROM THEIR VEHICLES, AND WITHOUT OFFICE SPACE.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	100	100	100	100	100	100

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$828	\$853	\$878	\$905	\$932	\$960

IMPORTANT NOTES:

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AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/27/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	STORAGE PLUS				
City:	POCATELLO	County:	BANNOCK		
Street Address:	2065 HILINE ROAD			Zip Code:	83201
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):	Lease Expires:	MONTH TO MONTH

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

STORAGE UNIT UTILIZED BY IDAHO LOTTERY SALES REPRESENTATIVES WHO WORK IN THE FIELD FROM THEIR VEHICLES, AND WITHOUT OFFICE SPACE.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	50	50	50	50	50	50

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$803	\$827	\$852	\$877	\$904	\$931

IMPORTANT NOTES:

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AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY				
Division/Bureau:					
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov		
Telephone Number:	208.780.2501	Fax Number:	208.334.3522		
DFM Analyst:	AMANDA HARPER	LSO/BPA Analyst:	NATE OSBORNE		
Date Prepared:	7/27/2021	For Fiscal Year:	2023		

FACILITY INFORMATION (please list each facility separately by city and street address)

Facility Name:	IDAHO LOTTERY WAREHOUSE				
City:	BOISE		ADA		
Street Address:	2740 S COLE ROAD, UNIT 310				Zip Code: 83709
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):		Lease Expires: 6/30/2023

FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.

WAREHOUSE USED TO STORE AND DISTRIBUTE LOTTERY TICKETS, HARDWARE AND EQUIPMENT.

COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.

SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Use "X" to mark the year facility would be surplus.						

WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Number of Work Areas:	3	3	3	3	3	3
Full-Time Equivalent Positions:	2	2	2	2	2	2
Temp. Employees, Contractors, Auditors, etc.:	0.5	0.5	0.5	0.5	0.5	0.5

SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Square Feet:	6,995	6,995	6,995	6,995	6,995	6,995

FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.

FISCAL YR:	ACTUAL 2021	ESTIMATE 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025	REQUEST 2026
Total Facility Cost/Yr:	\$52,668	\$54,248	\$55,875	\$57,552	\$59,278	\$61,057

IMPORTANT NOTES:

1. Please fill in the white sections only! If you have any questions, please call Melissa Broome @ 208-332-1933.
2. Upon completion, please send to Melissa Broome at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov.
3. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.
4. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request.

AGENCY NOTES: