

Agency Summary And Certification

187 -- Aging, Idaho Commission on

SEP 06 2016

Original Submission or Rev No.

FY2018 Request

Page 1 of 15 Pages

In accordance with 67-3503, Idaho Code, I certify the attached forms properly state the receipts and expenditures of the department (agency, office, or institution) for the fiscal years indicated. The summary of expenditures by major program, fund source, and standard class is indicated below.

Signature of Department Director : *Jeff Walker for Sam Haws* Date: *9/2/16*

Function/Activity	FY 2016 Total Appropriation	FY 2016 Total Expenditures	FY 2017 Original Appropriation	FY 2017 Estimated Expenditures	FY 2018 Total Request
Services for Older Persons	12,492,400	12,486,800	12,570,600	12,570,600	12,559,800
Total	12,492,400	12,486,800	12,570,600	12,570,600	12,559,800
By Fund Source	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
G 0001-00 General Revenue Fund	4,494,700	4,492,600	4,531,000	4,531,000	4,526,800
F 0348-00 Federal Grant	7,997,700	7,994,200	8,039,600	8,039,600	8,033,000
Total	12,492,400	12,486,800	12,570,600	12,570,600	12,559,800
By Object	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
Personnel Costs	1,125,500	1,124,600	1,194,000	1,194,000	1,183,200
Operating Expenditures	324,500	1,117,700	334,200	1,127,900	334,200
Capital Outlay	0	6,100	0	8,000	0
Trustee And Benefit Payments	11,042,400	10,238,400	11,042,400	10,240,700	11,042,400
Lump Sum	0	0	0	0	0
Total	12,492,400	12,486,800	12,570,600	12,570,600	12,559,800
FTP Total	13.00	13.00	13.00	13.00	13.00

FY 2018 Agency Budget - Request

Detail Report

Agency: 187 - Aging, Idaho Commission on
Function: 01 - Services for Older Persons

		<u>FTP</u>	<u>Personnel Cost</u>	<u>Operating Expense</u>	<u>Capital Outlay</u>	<u>Trustee/ Benefit</u>	<u>Lump Sum</u>	<u>Total</u>
FY 2016 Total Appropriation								
1.00 FY 2016 Total Appropriation								
HB 248								
0001-00	General	5.50	479,200	38,400	0	3,977,100	0	4,494,700
0348-00	Federal	7.50	646,300	286,100	0	7,065,300	0	7,997,700
Total		13.00	1,125,500	324,500	0	11,042,400	0	12,492,400
1.21 Net Object Transfers								
0001-00	General	0.00	0	426,800	4,000	(430,800)	0	0
0348-00	Federal	0.00	0	366,900	4,000	(370,900)	0	0
Total		0.00	0	793,700	8,000	(801,700)	0	0
1.41 Receipts to Appropriation								
0001-00	General	0.00	0	300	0	0	0	300
0348-00	Federal	0.00	0	300	0	0	0	300
Total		0.00	0	600	0	0	0	600
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	0	(400)	(1,000)	(1,000)	0	(2,400)
0348-00	Federal	0.00	(900)	(500)	(900)	(1,400)	0	(3,700)
Total		0.00	(900)	(900)	(1,900)	(2,400)	0	(6,100)
FY 2016 Actual Expenditures								
0001-00	General	5.50	479,200	465,100	3,000	3,545,300	0	4,492,600
0348-00	Federal	7.50	645,400	652,800	3,100	6,693,000	0	7,994,300
Total		13.00	1,124,600	1,117,900	6,100	10,238,300	0	12,486,900
FY 2017 Original Appropriation								
3.00 FY 2017 Original Appropriation								
HB 561								
0001-00	General	5.50	496,900	41,900	0	3,977,100	0	4,515,900
OT 0001-00	General	0.00	15,100	0	0	0	0	15,100
0348-00	Federal	7.50	660,600	292,300	0	7,065,300	0	8,018,200
OT 0348-00	Federal	0.00	21,400	0	0	0	0	21,400
Total		13.00	1,194,000	334,200	0	11,042,400	0	12,570,600

FY 2018 Agency Budget - Request

Detail Report

Agency: 187 - Aging, Idaho Commission on

Function: 01 - Services for Older Persons

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
FY 2017 Total Appropriation							
0001-00 General	5.50	496,900	41,900	0	3,977,100	0	4,515,900
OT 0001-00 General	0.00	15,100	0	0	0	0	15,100
0348-00 Federal	7.50	660,600	292,300	0	7,065,300	0	8,018,200
OT 0348-00 Federal	0.00	21,400	0	0	0	0	21,400
Total	13.00	1,194,000	334,200	0	11,042,400	0	12,570,600
Expenditure Adjustments							
6.41 Object Transfers							
0001-00 General	0.00	0	426,800	4,000	(430,800)	0	0
0348-00 Federal	0.00	0	366,900	4,000	(370,900)	0	0
Total	0.00	0	793,700	8,000	(801,700)	0	0
FY 2017 Estimated Expenditures							
0001-00 General	5.50	496,900	468,700	4,000	3,546,300	0	4,515,900
OT 0001-00 General	0.00	15,100	0	0	0	0	15,100
0348-00 Federal	7.50	660,600	659,200	4,000	6,694,400	0	8,018,200
OT 0348-00 Federal	0.00	21,400	0	0	0	0	21,400
Total	13.00	1,194,000	1,127,900	8,000	10,240,700	0	12,570,600
Base Adjustments							
8.21 Object Transfers							
This DU reverses the object transfer made in DU 6.41							
0001-00 General	0.00	0	(426,800)	(4,000)	430,800	0	0
0348-00 Federal	0.00	0	(366,900)	(4,000)	370,900	0	0
Total	0.00	0	(793,700)	(8,000)	801,700	0	0
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(15,100)	0	0	0	0	(15,100)
OT 0348-00 Federal	0.00	(21,400)	0	0	0	0	(21,400)
Total	0.00	(36,500)	0	0	0	0	(36,500)
FY 2018 Base							
0001-00 General	5.50	496,900	41,900	0	3,977,100	0	4,515,900
OT 0001-00 General	0.00	0	0	0	0	0	0
0348-00 Federal	7.50	660,600	292,300	0	7,065,300	0	8,018,200
OT 0348-00 Federal	0.00	0	0	0	0	0	0
Total	13.00	1,157,500	334,200	0	11,042,400	0	12,534,100

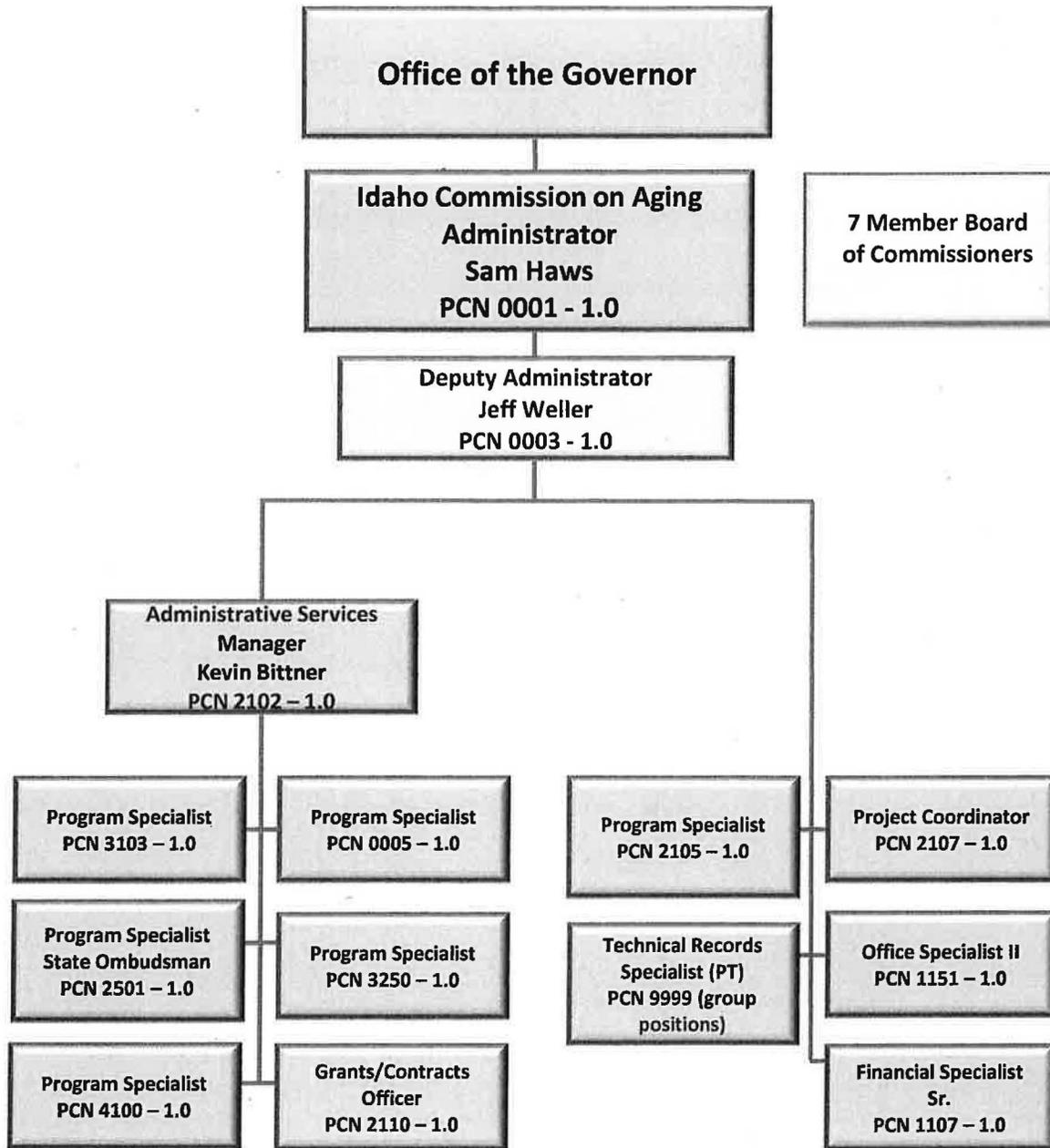
FY 2018 Agency Budget - Request

Detail Report

Agency: 187 - Aging, Idaho Commission on

Function: 01 - Services for Older Persons

		<u>FTP</u>	<u>Personnel Cost</u>	<u>Operating Expense</u>	<u>Capital Outlay</u>	<u>Trustee/ Benefit</u>	<u>Lump Sum</u>	<u>Total</u>
Program Maintenance								
10.11	Change in Health Benefit Costs							
	0001-00 General	0.00	6,700	0	0	0	0	6,700
	0348-00 Federal	0.00	9,100	0	0	0	0	9,100
	Total	0.00	15,800	0	0	0	0	15,800
10.61	Salary Multiplier - Regular Employees							
	0001-00 General	0.00	4,100	0	0	0	0	4,100
	0348-00 Federal	0.00	5,500	0	0	0	0	5,500
	Total	0.00	9,600	0	0	0	0	9,600
10.62	Salary Multiplier - Group and Temporary							
	0001-00 General	0.00	100	0	0	0	0	100
	0348-00 Federal	0.00	200	0	0	0	0	200
	Total	0.00	300	0	0	0	0	300
FY 2018 Total Maintenance								
	0001-00 General	5.50	507,800	41,900	0	3,977,100	0	4,526,800
	OT 0001-00 General	0.00	0	0	0	0	0	0
	0348-00 Federal	7.50	675,400	292,300	0	7,065,300	0	8,033,000
	OT 0348-00 Federal	0.00	0	0	0	0	0	0
	Total	13.00	1,183,200	334,200	0	11,042,400	0	12,559,800
FY 2018 Total								
	0001-00 General	5.50	507,800	41,900	0	3,977,100	0	4,526,800
	OT 0001-00 General	0.00	0	0	0	0	0	0
	0348-00 Federal	7.50	675,400	292,300	0	7,065,300	0	8,033,000
	OT 0348-00 Federal	0.00	0	0	0	0	0	0
	Total	13.00	1,183,200	334,200	0	11,042,400	0	12,559,800



Total Agency FTP: 13

Total Vacant FTP 0

FORM B3: DIVISION DESCRIPTIONS

Agency/Department: Idaho Commission on Aging
Division: _____

Request for Fiscal Year : 2018
Agency Number: 187

Original Request Date: <u>September 2, 2016</u>	Revision Request Date:
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Page: _____ of _____

No changes in division descriptions in FY 2018

Agency/Department: Office of the Governor Agency Number: 187
 Function/Division: Commission on Aging Function/Activity Number:
 Activity/Program: Commission on Aging Budget Unit: GVJA
 Fiscal Year: 2018

Original Request Date: 9/2/2016 Fund Name: General Fund Number: 0001-00
 Revision Date: _____ Revision #: _____ Budget Submission Page # 1 of 2

PCN	CLASS CODE	DESCRIPTION	Indicator Code	FTP	FY 2017 SALARY	FY 2017 HEALTH BENEFITS	FY 2017 VAR BENEFITS	FY 2017 TOTAL	FY 2018 SALARY CHANGE	FY 2018 CHG HEALTH BENEFITS	FY 2018 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES	
Totals from Wage and Salary Report (WSR):													
		Permanent Positions	1	0.90	69,591	11,016	14,645	95,252	(2,677)	1,098	0	1,098	
		Board & Group Positions	2		14,076	0	7,815	21,891					
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0	
		TOTAL FROM WSR		0.90	83,667	11,016	22,460	117,143		1,098	0	1,098	
		FY 2017 ORIGINAL APPROPRIATION	612,000	5.50	365,685	48,148	98,167	512,000					
		Unadjusted Over or (Under) Funded:	Est Difference	4.60	282,018	37,132	75,707	394,857				Calculated overfunding is 77.1% of Original Appropriation	
Adjustments to Wage & Salary:													
Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:													
		Retire Cd	Adjustment Description / Position Title										
1107	04245	R1	FISCAL OFFICER	1	0.62	38,300	7,589	8,207	54,096		756	0	756
1151	01239	R1	OFFICE SPECIALIST	1	0.47	14,800	5,753	3,171	23,724		573	0	573
2102	02102	R1	Administrative Service Manager	1	0.45	29,800	5,508	6,386	41,694		549	0	549
2105	09502	R1	Program Specialist	1	0.63	32,500	7,711	6,964	47,176		769	0	769
2107	02913	R1	PROJECT COORDINATOR	1	0.60	32,900	7,344	7,050	47,294		732	0	732
2110	05310	R1	Grants/Contracts	1	0.47	28,400	5,753	6,086	40,239		573	0	573
2501	09502	R1	Program Specialist	1	0.45	26,800	5,508	5,743	38,051		549	0	549
3250	09502	R1	Program Specialist	1	0.50	30,200	6,120	6,472	42,792		610	0	610
4100	09502	R1	Program Specialist	1	0.41	44,300	5,018	9,493	58,811		500	0	500
						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	5.50	347,591	67,320	74,217	489,128		6,710	0	6,710	
		Board & Group Positions	2	0.00	14,076	0	7,815	21,891			0	0	
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0	
		Estimated Salary and Benefits		5.50	361,667	67,320	82,033	511,019		6,710	0	6,710	
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	700	100	200	1,000				Calculated overfunding is .2% of Original Appropriation	
			Est. Expend	0.00	700	100	200	1,000				Calculated overfunding is .2% of Estimated Expenditures	
			Base	0.00	700	100	200	1,000				Calculated overfunding is .2% of the Base	
Personnel Cost Reconciliation - Relation to Zero Variance --->													

DU		Original Appropriation	FTP	FY 17 Salary	FY 17 Health Ben	FY 17 Var Ben	FY 2017 Total	FY 18 Chg Health Bens	FY 18 Chg Var Bens	Total Benefit Change
3.00	FY 2017 ORIGINAL APPROPRIATION	512,000	5.50	362,361	67,449	82,190	512,000			
	Rounded Appropriation		5.50	362,400	67,400	82,200	512,000			
4.11	Appropriation Adjustments:									
	Reappropriation		0.00	0	0	0	0			
4.31	Supplemental		0.00	0	0	0	0			0
5.00	FY 2017 TOTAL APPROPRIATION		5.50	362,400	67,400	82,200	512,000			
6.31	Expenditure Adjustments:									
	FTP or Fund Adjustment		0.00	0	0	0	0			0
6.51	Transfer Between Programs		0.00	0	0	0	0			0

FORM B6: WAGE & SALARY RECONCILIATION

7.00	FY 2017 ESTIMATED EXPENDITURES		6.50	362,400	67,400	82,200	512,000
	Base Adjustments:						
8.31	Transfer Between Programs		0.00	0	0	0	0
8.41	Removal of One-Time Expenditures		0.00	(12,400)	0	(2,700)	(15,100)
8.51	Base Reduction		0.00	0	0	0	0
9.00	FY 2018 BASE		FTP	FY 18 Salary	FY18 Health Ben	FY 18 Var Ben	FY 2018 Total
			5.50	350,000	67,400	79,500	496,900
10.11	Change in Health Benefit Costs				6,700		6,700
10.12	Change in Variable Benefits Costs					0	0
	Subtotal CEC Base:	Indicator Code	5.50	350,000	74,100	79,500	503,600
10.51	Annualization			0	0	0	0
10.61	CEC for Permanent Positions	1.00%		3,400		700	4,100
10.62	CEC for Group Positions	1.00%		100		0	100
10.63	CEC for Elected Officials & Commissioners			0		0	0
11.00	FY 2018 PROGRAM MAINTENANCE		5.50	353,500	74,100	80,200	507,800
	Line Items:						
12.01							0
12.02							0
12.03							0
13.00	FY 2018 TOTAL REQUEST		5.50	353,500	74,100	80,200	507,800

FORM B6: WAGE & SALARY RECONCILIATION

			FTP	FY 18 Salary	FY18 Health Ben	FY 18 Var Ben	FY 2018 Total
6.31	FTP or Fund Adjustment		0.00	0	0	0	0
6.51	Transfer Between Programs		0.00	0	0	0	0
7.00	FY 2017 ESTIMATED EXPENDITURES		7.50	484,300	91,900	105,800	682,000
	Base Adjustments:						
8.31	Transfer Between Programs		0.00	0	0	0	0
8.41	Removal of One-Time Expenditures		0.00	(17,600)	0	(3,800)	(21,400)
8.51	Base Reduction		0.00	0	0	0	0
9.00	FY 2018 BASE		7.50	466,700	91,900	102,000	660,600
10.11	Change in Health Benefit Costs				9,100		9,100
10.12	Change in Variable Benefits Costs					0	0
	Subtotal CEC Base:	Indicator Code	7.50	466,700	101,000	102,000	669,700
10.51	Annualization			0	0	0	0
10.61	CEC for Permanent Positions	1.00%		4,500		1,000	5,500
10.62	CEC for Group Positions	1.00%		200		0	200
10.63	CEC for Elected Officials & Commissioners			0		0	0
11.00	FY 2018 PROGRAM MAINTENANCE		7.50	471,400	101,000	103,000	675,400
	Line Items:						
12.01							0
12.02							0
12.03							0
13.00	FY 2018 TOTAL REQUEST		7.50	471,400	101,000	103,000	675,400

FORM B11: REVENUE

Agency/Department: Idaho Commission on Aging
 Program (if applicable): _____

Request for Fiscal Year: 2018
 Agency Number: 187
 Budget Unit (If Applicable): GVJA
 Function/Activity Number (If Applicable): _____

Original Request Date: 9/2/16 Revision Request Date: _____

Page: 1 of 1

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description -Summary Level	FY 2014 Actual Revenue	FY 2015 Actual Revenue	FY 2016 Revenue	FY 2017 Estimated Revenue	FY 2018 Estimated Revenue
0348	001	Federal Funds		3500	Other Revenue		450	250	0	0
0348	001	Federal Funds		2001	Federal Grants	7,059,644	7,696,575	7,935,249	8,039,600	8,280,788
0348		Federal Funds			FUND TOTAL	\$7,059,644	\$7,697,025	\$7,935,499	\$8,039,600	\$8,280,788
0346		ARRA Funds		2001	Federal Grants	0	0	0	0	0
0346		ARRA Funds			FUND TOTAL	\$0	\$0	\$0	\$0	\$0
0349		Miscellaneous Revenue		2001	Federal Grants	0	0	0		
0349		Miscellaneous Revenue			FUND TOTAL	\$0	\$0	\$0	\$0	\$0
GRAND TOTAL						\$7,059,644	\$7,697,025	\$7,935,499	\$8,039,600	\$8,280,788

SIGNIFICANT ASSUMPTIONS

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Provide Details for any Significant Assumptions Listed	FY 2018 Estimated Impact
0348	001	Federal Funds	1	Federal funding may increase	\$241,188
					\$0
					\$0
					\$0
					\$0
					\$0

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2018

Agency/Department: Idaho Commission on Aging

Agency Number: 187

Original Request Date: September 2, 2016 or Revision Request Date: _____

Page 1 of 1

Sources and Uses: _____

FUND NAME:	Federal	FUND CODE:	0348	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Estimate
1. Beginning Free Fund Balance				(138,688)	(114,244)	(4,106)	(62,810)	(62,810)
2. Encumbrances as of July 1				0	0	0	0	0
2a. Reappropriation (Legislative Carryover)				NA	NA	NA	0	0
3. Beginning Cash Balance				(138,688)	(114,244)	(4,106)	(62,810)	(62,810)
4. Revenues (from Form B-11)				7,059,644	7,697,025	7,935,499	8,039,600	8,280,788
5. Non-Revenue Receipts and Other Adjustments				300,000	300,000	300,000	300,000	300,000
6. Statutory Transfers in:		Fund or Reference:		0	0	0	0	0
7. Operating Transfers in:		Fund or Reference:		0	0	0	0	0
8. Total Available for Year				7,220,956	7,882,781	8,231,393	8,276,790	8,517,978
9. Statutory Transfers Out:		Fund or Reference:		0	0	0	0	0
10. Operating Transfers Out:		Fund or Reference:		0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments				0	0	0	0	0
12. Cash Expenditures for Prior Year Encumbrances				0	0	0	0	0
13. Original Appropriation				8,519,300	8,463,300	7,997,700	8,039,600	8,280,788
14. Prior Year Reappropriations, Supplementals, Rescissions				0	0	0	0	0
15. Non-cogs, Receipts to Appropriation, etc				0	0	250	0	0
16. Reversions				(1,484,100)	(876,413)	(3,747)	0	0
17. Current Year Reappropriation				0	0	0	0	0
18. Reserve for Current Year Encumbrances				0	0	0	0	0
19. Current Year Cash Expenditures				7,035,200	7,586,887	7,994,203	8,039,600	8,280,788
20. Ending Cash Balance				185,756	295,894	237,190	237,190	237,190
21. Prior Year Encumbrances as of June 30				0	0	0	0	0
22. Current Year Encumbrances as of June 30				0	0	0	0	0
22a. Current Year Reappropriation				NA	NA	0	0	0
23. Borrowing Limit				300,000	300,000	300,000	300,000	300,000
24. Ending Free Fund Balance				(114,244)	(4,106)	(62,810)	(62,810)	(62,810)
25. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)				7,035,200	7,586,887	7,994,203	8,039,600	8,280,788
26. Outstanding Loans (if this fund is part of a loan program)								

Notes:

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2018

Agency/Department: Idaho Commission on Aging

Agency Number: 187

Original Request Date: September 1, 2015 or Revision Request Date: _____

Page _____ of _____

Sources and Uses:

FUND NAME:	Other Revenue	FUND CODE:	0349	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Estimate
Beginning Free Fund Balance				12,494	0	0	0	0
Encumbrances as of July 1				0	0	0	0	0
Beginning Cash Balance				12,494	0	0	0	0
Revenues (from Form B-11)				0	0		0	0
Non-Revenue Receipts				0	0		0	0
Transfers in from (Fund Title):		Fund or Reference:		0	0	0	0	0
Transfers in from (Fund Title):		Fund or Reference:		0	0	0	0	0
Transfers in from (Fund Title):		Fund or Reference:		0	0	0	0	0
Total Available for Year				12,494	0	0	0	0
Transfers out to (Fund Title):		Fund or Reference:		0	0	0	0	0
Transfers out to (Fund Title):		Fund or Reference:		0	0	0	0	0
Non-Expenditure Disbursements				0	0	0	0	0
Cash Expenditures for Prior Year Encumbrances				0	0	0	0	0
Original Appropriation				132,000	0	0	0	0
Prior Year Reappropriations, Supplementals, Rescissions				0	0	0	0	0
Non-cogs, Receipts to Appropriation, Board of Examiners Reduction, Governor's Holdback				0	0	0	0	0
Reversions				(119,506)	0	0	0	0
Current Year Reappropriation				0	0	0	0	0
Reserve for Current Year Encumbrances				0	0	0	0	0
Current Year Cash Expenditures				12,494	0	0	0	0
Ending Cash Balance				0	0	0	0	0
Prior Year Encumbrances as of June 30				0	0	0	0	0
Current Year Encumbrances as of June 30				0	0	0	0	0
Borrowing Limit				0	0	0	0	0
Ending Free Fund Balance				0	0	0	0	0
Budgetary Basis Expenditures (Current Year Cash Expenditures + Current Year Encumbrances)				12,494	0	0	0	0
Outstanding Loans (if this fund is part of a loan program)				0	0	0	0	0

Note:

**Federal Funds Inventory Form
As Required by Idaho Code 67-1917**

Reporting Agency/Department: Idaho Commission on Aging
Contact Person/Title: Brian Warner, Financial Specialist

STARS Agency Code: 187
Contact Phone Number: 208-577-2864

Fiscal Year: 2018
Contact Email: Brian.Warner@aging.idaho.gov

CFDA# / Cooperative Agreement # / Identifying #	Grant Type	Federal Granting Agency	Grant title	Description	Pass Through Federal Money From Other State Agency	FY 2016 Available Funds	FY 2016 Actual Expenditures	FY 2017 Estimated Available Funds	FY 2018 Estimated Available Funds	State Approp [Y] Yearly or [C] Continuous	MOE requirement [Y] Yes or [N] No	Known Reductions: Plan for 10% or More Reduction
93.042	Formula	AOA	Title VII, Chapter 2, Long Term Care Ombudsman Services for Older Individuals	Ombudsman Services		79,417	97,794	79,188	81,564	Y	Y	Reduce the number of hours available for advocacy to persons in long term care/assisted living facilities.
93.041	Formula	AOA	Title VII, Chapter 3, Programs for Prevention of Elder Abuse, Neglect, and Exploitation	Elder Abuse		23,897	23,253	23,759	24,472	Y	N	Reduce the number of hours available for vulnerable adult advocacy. A reduction of 10% would require additional general funds to backfill a critical position at ICOA.
93.043	Formula	AOA	Title III, Part D, Disease Prevention and Health Promotion Services	Health Promotion		99,648	114,931	98,465	101,419	Y	N	No affect
93.044	Formula	AOA	Title III, Part B, Grants for Supportive Services and Senior Centers	Senior Services		1,738,446	1,966,045	1,725,835	1,777,510	Y	N	Staff reduction across the state equivalent of 3 FTEs, or approximately \$175,000 in services such as respite, homemaker, transportation or legal assistance. In either case, ICOA would request general funds to backfill federal reductions.
93.045	Formula	AOA	Title III, Part C, Nutrition Services	Meals		3,272,612	2,797,126	3,348,608	3,449,066	Y	N	Reduce the number of meals being served or a reduction in the per meal reimbursement rate or a combination of the two. In order to maintain nutritional services, ICOA would request general funds to backfill federal reductions.
93.048	Discretionary	AOA	Title IV, and Title II, Discretionary Projects	ADRC - AGING & DISABILITY RESOURCE		648,351	645,309	628,153	641,848	Y	N	No affect
93.052	Formula	AOA	National Family Caregiver Support, Title III, Part E	Family Caregivers		727,858	682,546	747,367	769,788	Y	N	Reduce the number of hours and service provided by the AAAs to the seniors. Would require the AAAs to reassess the prioritization of family caregiver services.
93.053	Formula	AOA	Nutrition Services Incentive Program	Food		701,499	738,716	737,226	759,343	Y	N	Reduce the funding to meal sites, which are mostly located at senior centers across the state. ICOA would request general funds to backfill federal reductions to keep senior centers viable.
17.285	Discretionary	ETA	Senior Community Service Employment Program	Employment Program		464,218	516,793	459,622	473,411	Y	N	No affect
93.071	Discretionary	AOA	Medicare Improvements for Patients and Providers Act, (MIPPA)	Education		90,514	185,922	85,940	88,518	Y	N	No affect
93.072	Discretionary	AOA	Idaho's Lifespan Respite Program	Respite		202,000	60,302	135,721	139,793	Y	N	No affect
10.565	Formula	AOA	Commodity Supplemental Food Program	Food Commodity		108,258	165,468	149,059	153,531	Y	N	Reduce the amount of food boxes distributed to eligible consumers through the Idaho Food Bank. This is the first year of the grant and the effects are unknown at this time.
Total						8,156,718	7,994,203	8,213,943	8,460,361			

Total FY 2016 All Funds Appropriation (DU 1.00)
Federal Funds as Percentage of Funds

\$12,492,400
64%

*** Report must be submitted to the Division of Financial Management and Legislative Services Office as part of your budget request.

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

AGENCY INFORMATION

AGENCY NAME:	EXECUTIVE OFFICE OF THE GOVERNOR		
Division/Bureau:	IDAHO COMMISSION ON AGING		
Prepared By:	Brian Warner	E-mail Address:	Brian.Warner@aging.idaho.gov
Telephone Number:	208-577-2864	Fax Number:	208-334-3033
DFM Analyst:	Nick Landry	LSO/BPA Analyst:	Jared Tatro
Date Prepared:	9/1/2016	For Fiscal Year:	2018

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

Facility Name:	STATE OFFICE		
City:	BOISE	County:	ADA
Street Address:	341 W. WASHINGTON STREET		Zip Code: 83720-0007
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	State Owned (use "X" to mark):	X Lease Expires: 6/30/2017

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

Office space and minimal storage

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.

Moved to less expensive space at ICBVI in FY 2011.

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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
Use "X" to mark the year facility would be surplus.	N	N	N	N	N	N

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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
Total Number of Work Areas:	15	15	15	15	15	15
Full-Time Equivalent Positions:	13	13	13	13	13	13
Temp. Employees, Contractors, Auditors, etc.:	1.35	1.35	1.35	1.35	1.35	1.35

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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
Square Feet:	2230	2230	2230	2230	2230	2230

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" 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 2015	ESTIMATE 2016	REQUEST 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020
Total Facility Cost/Yr:	\$7,805.00	\$7,805.00	\$7,805.00	\$8,000.00	\$8,300.00	\$8,500.00

IMPORTANT NOTES:

1. Please fill in the white sections only! If you have any questions, please call Tracy @ 332-1933.
2. Upon completion, please send to Tracy Whittington at the Division of Public Works. This can be emailed to him at Tracy.Whittington@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:

FY 2018 Budget Request Revision for Statewide Cost Allocation

Fiscal Year: 2018

Revision No. 1

Agency Code: 187

Agency: Idaho Commission on Aging

Budget Unit	Program Name	Fund Number	Base	Attorney General	Risk Management	State Controller	State Treasurer	BU/Fund	Percent of Base	Percent of Fund
			SWCAP	DU 10.41	DU 10.45	DU 10.46	DU 10.47	Total		
GVJA	General Fund	0001-00	9,000	(5,700)	200	0	0	(5,500)	36.00%	35.26%
GVJA	Federal Funds	0348-00	16,000	(10,200)	300	(100)	(100)	(10,100)	64.00%	64.74%
			0					0	0.00%	0.00%
			0					0	0.00%	0.00%
			0					0	0.00%	0.00%
			0					0	0.00%	0.00%
			0					0	0.00%	0.00%
			0					0	0.00%	0.00%
Decision Unit Total			25,000	(15,900)	500	(100)	(100)	(15,600)	100.00%	100.00%

I request that the FY 2018 Budget Request be revised to reflect the above adjustments for Attorney General fees, Risk Management fees, State Controller's fees, and State Treasurer fees.

Signed *Ben Warr* Title Financial Specialist Sr. Date 10/12/16

Instructions

Each year after the original budget submission deadline, the Division of Financial Management calculates the estimated amount of change from the current year to the budget year for certain Interagency Nonstandard Adjustment decision units related to the Statewide Cost Allocation Plan (SWCAP). It is your responsibility to distribute those changes equitably between programs (budget units) and fund sources.

- 1) Locate your agency on the Indirect Cost Recovery Budget Adjustments spreadsheet.
- 2) Sum the "FY Approp. Basis" columns for all categories (Treasurer, Controller Attorney General, Risk Management, and Facility Services) in cell E7.
- 3) Enter by budget unit and fund source the SWCAP appropriation basis in the column titled "Base SWCAP". The allocation should be the same as your actual expenditures by fund source for last year rounded to the nearest \$100.
- 4) Find "Request Adjustment" for each category noting "Statewide Accounting" and "Statewide Payroll" must be summed to calculate the Controller fees.
- 5) Identify the budget unit and fund source for each of the areas requiring adjustment.
- 6) Enter each budget unit in the column identified as Budget Unit. Flag any continuous budget units as "(Cont)". Repeat for each different fund.
- 7) In the column identified as Fund Number, place the number of the fund to which the increase or decrease in costs will be applied.
- 8) In the column identified as adjustment, place the dollar amount for each identified budget unit by fund. Round to nearest \$100.
- 9) Check that all totals match those on the Indirect Cost Recovery Budget Adjustment spreadsheet.
- 10) Sign and return a copy to each of your DFM and LSO analysts. *Thank you!*