

# Agency Summary And Certification

NOV 16 2016

## 198 -- Drug Policy, Office of

Original Submission \_\_\_ or Rev No. 1

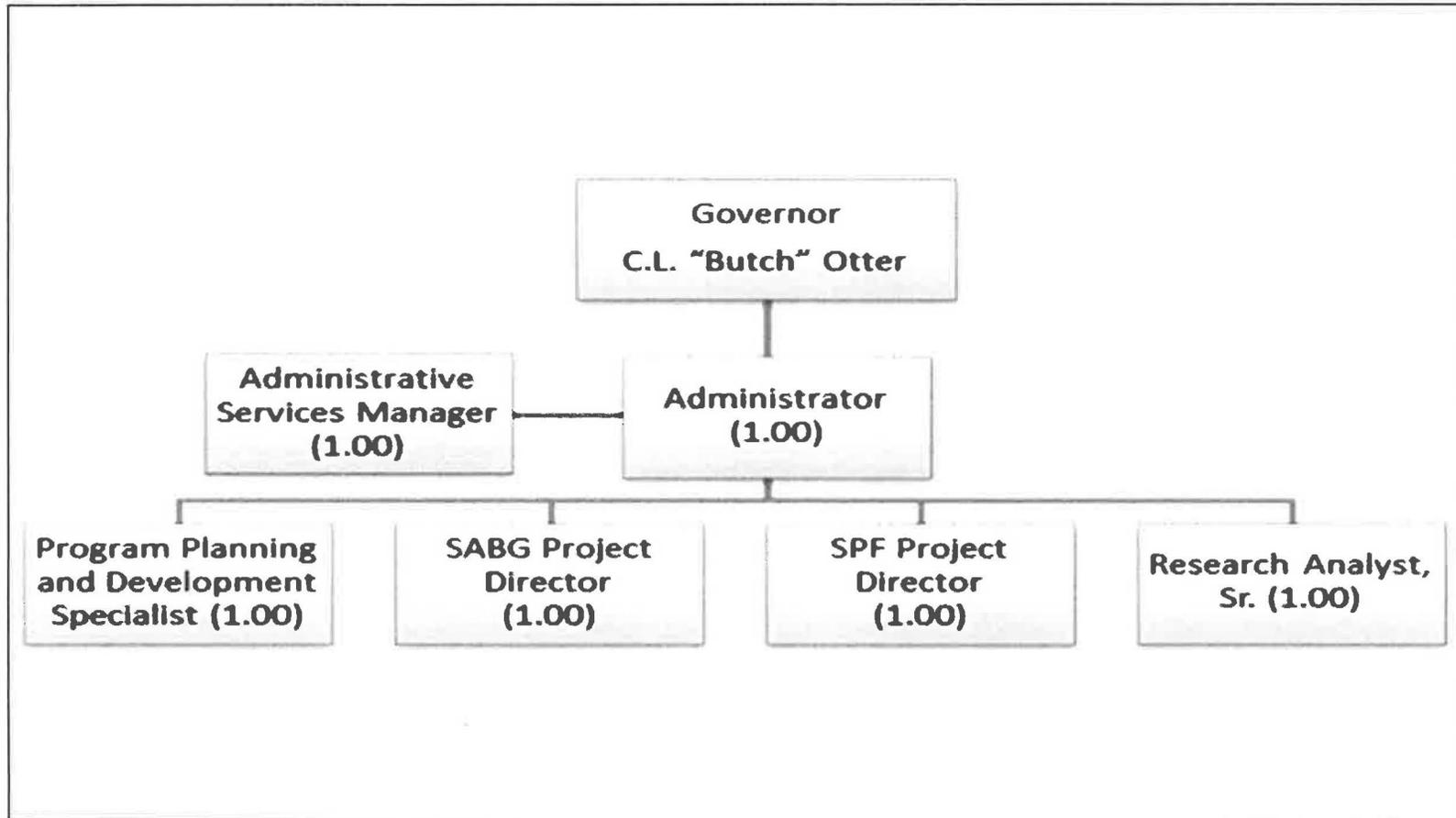
FY2018 Request

Page \_\_\_ of \_\_\_ 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 : 		Date: <u>11/16/16</u>			
Function/Activity	FY 2016 Total Appropriation	FY 2016 Total Expenditures	FY 2017 Original Appropriation	FY 2017 Estimated Expenditures	FY 2018 Total Request
Office of Drug Policy	4,254,600	3,640,100	4,660,600	4,681,600	4,656,800
<b>Total</b>	4,254,600	3,640,100	4,660,600	4,681,600	4,656,800
By Fund Source	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
G 0001-00 General Revenue Fund	303,000	285,100	320,700	320,700	319,100
F 0348-00 Federal Grant	3,933,100	3,340,000	4,336,400	4,336,400	4,334,200
O 0349-00 Miscellaneous Revenue	18,500	15,000	3,500	24,500	3,500
<b>Total</b>	4,254,600	3,640,100	4,660,600	4,681,600	4,656,800
By Object	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
Personnel Costs	505,700	491,600	525,700	525,700	521,600
Operating Expenditures	422,300	245,700	422,900	443,900	423,200
Capital Outlay	0	1,500	0	0	0
Trustee And Benefit Payments	3,326,600	2,901,300	3,712,000	3,712,000	3,712,000
Lump Sum	0	0	0	0	0
<b>Total</b>	4,254,600	3,640,100	4,660,600	4,681,600	4,656,800
<b>FTP Total</b>	6.00	6.00	6.00	6.00	6.00

**EXECUTIVE OFFICE OF THE GOVERNOR  
OFFICE OF DRUG POLICY**



Total FTP: 6.0  
Total Vacant FTP: 0.0

# FY 2018 Agency Budget - Request

# Detail Report

Agency: 198 - Drug Policy, Office of

Function: 01 - Office of Drug Policy

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
<b>FY 2016 Total Appropriation</b>								
1.00 FY 2016 Total Appropriation								
HB 207								
0001-00	General	3.00	248,800	54,200	0	0	0	303,000
0348-00	Federal	3.00	241,900	364,600	0	3,326,600	0	3,933,100
0349-00	Other	0.00	15,000	3,500	0	0	0	18,500
	<b>Total</b>	<b>6.00</b>	<b>505,700</b>	<b>422,300</b>	<b>0</b>	<b>3,326,600</b>	<b>0</b>	<b>4,254,600</b>
1.21 Net Object Transfers								
0001-00	General	0.00	(200)	0	200	0	0	0
0348-00	Federal	0.00	0	(1,300)	1,300	0	0	0
	<b>Total</b>	<b>0.00</b>	<b>(200)</b>	<b>(1,300)</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	(9,500)	(8,400)	0	0	0	(17,900)
0348-00	Federal	0.00	(4,400)	(163,400)	0	(425,300)	0	(593,100)
0349-00	Other	0.00	0	(3,500)	0	0	0	(3,500)
	<b>Total</b>	<b>0.00</b>	<b>(13,900)</b>	<b>(175,300)</b>	<b>0</b>	<b>(425,300)</b>	<b>0</b>	<b>(614,500)</b>
<b>FY 2016 Actual Expenditures</b>								
0001-00	General	3.00	239,100	45,800	200	0	0	285,100
0348-00	Federal	3.00	237,500	199,900	1,300	2,901,300	0	3,340,000
0349-00	Other	0.00	15,000	0	0	0	0	15,000
	<b>Total</b>	<b>6.00</b>	<b>491,600</b>	<b>245,700</b>	<b>1,500</b>	<b>2,901,300</b>	<b>0</b>	<b>3,640,100</b>
<b>FY 2017 Original Appropriation</b>								
3.00 FY 2017 Original Appropriation								
HB 550								
0001-00	General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00	General	0.00	8,000	0	0	0	0	8,000
0348-00	Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00	Federal	0.00	8,200	0	0	0	0	8,200
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	0	0	0	0	0
	<b>Total</b>	<b>6.00</b>	<b>525,700</b>	<b>422,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,660,600</b>

# FY 2018 Agency Budget - Request

# Detail Report

Agency: 198 - Drug Policy, Office of

Function: 01 - Office of Drug Policy

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
<b>Appropriation Adjustments</b>							
4.31 Supplemental							
This decision unit represents a supplemental request, totaling \$21,000, for one-time spending authority to be received from the Idaho Department of Health & Welfare for contractual services related to a federal prescription overdose grant.							
OT 0349-00 Other	0.00	0	21,000	0	0	0	21,000
<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>21,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,000</b>
<b>FY 2017 Total Appropriation</b>							
0001-00 General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00 General	0.00	8,000	0	0	0	0	8,000
0348-00 Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00 Federal	0.00	8,200	0	0	0	0	8,200
0349-00 Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00 Other	0.00	0	21,000	0	0	0	21,000
<b>Total</b>	<b>6.00</b>	<b>525,700</b>	<b>443,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,681,600</b>
<b>FY 2017 Estimated Expenditures</b>							
0001-00 General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00 General	0.00	8,000	0	0	0	0	8,000
0348-00 Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00 Federal	0.00	8,200	0	0	0	0	8,200
0349-00 Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00 Other	0.00	0	21,000	0	0	0	21,000
<b>Total</b>	<b>6.00</b>	<b>525,700</b>	<b>443,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,681,600</b>
<b>Base Adjustments</b>							
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(8,000)	0	0	0	0	(8,000)
OT 0348-00 Federal	0.00	(8,200)	0	0	0	0	(8,200)
OT 0349-00 Other	0.00	0	(21,000)	0	0	0	(21,000)
<b>Total</b>	<b>0.00</b>	<b>(16,200)</b>	<b>(21,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(37,200)</b>
<b>FY 2018 Base</b>							
0001-00 General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00 General	0.00	0	0	0	0	0	0
0348-00 Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00 Federal	0.00	0	0	0	0	0	0
0349-00 Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00 Other	0.00	0	0	0	0	0	0
<b>Total</b>	<b>6.00</b>	<b>509,500</b>	<b>422,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,644,400</b>

# FY 2018 Agency Budget - Request

# Detail Report

Agency: 198 - Drug Policy, Office of

Function: 01 - Office of Drug Policy

		<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>
<b>Program Maintenance</b>								
10.11	Change in Health Benefit Costs							
0001-00	General	0.00	3,900	0	0	0	0	3,900
0348-00	Federal	0.00	3,700	0	0	0	0	3,700
	<b>Total</b>	<b>0.00</b>	<b>7,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,600</b>
10.45	Risk Management Cost Increases							
0001-00	General	0.00	0	100	0	0	0	100
0348-00	Federal	0.00	0	100	0	0	0	100
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>200</b>
10.46	Controller's Fee Charge							
0001-00	General	0.00	0	100	0	0	0	100
	<b>Total</b>	<b>0.00</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100</b>
10.61	Salary Multiplier - Regular Employees							
0001-00	General	0.00	2,200	0	0	0	0	2,200
0348-00	Federal	0.00	2,200	0	0	0	0	2,200
	<b>Total</b>	<b>0.00</b>	<b>4,400</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,400</b>
10.62	Salary Multiplier - Group and Temporary							
0001-00	General	0.00	100	0	0	0	0	100
	<b>Total</b>	<b>0.00</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100</b>
<b>FY 2018 Total Maintenance</b>								
	0001-00 General	3.00	264,400	54,700	0	0	0	319,100
	OT 0001-00 General	0.00	0	0	0	0	0	0
	0348-00 Federal	3.00	257,200	365,000	0	3,712,000	0	4,334,200
	OT 0348-00 Federal	0.00	0	0	0	0	0	0
	0349-00 Other	0.00	0	3,500	0	0	0	3,500
	OT 0349-00 Other	0.00	0	0	0	0	0	0
	<b>Total</b>	<b>6.00</b>	<b>521,600</b>	<b>423,200</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,656,800</b>
<b>FY 2018 Total</b>								
	0001-00 General	3.00	264,400	54,700	0	0	0	319,100
	OT 0001-00 General	0.00	0	0	0	0	0	0
	0348-00 Federal	3.00	257,200	365,000	0	3,712,000	0	4,334,200
	OT 0348-00 Federal	0.00	0	0	0	0	0	0
	0349-00 Other	0.00	0	3,500	0	0	0	3,500
	OT 0349-00 Other	0.00	0	0	0	0	0	0
	<b>Total</b>	<b>6.00</b>	<b>521,600</b>	<b>423,200</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,656,800</b>

---

**FY 2018 Agency Budget - Request****Detail Report**

**Agency:** 198 - Drug Policy, Office of

**Function:** 01 - Office of Drug Policy

---

<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 2018 Executive Budget - History**

**DU Category Detail**

DU Category: 1.00

		<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>
<b>Agency: 198 - Drug Policy, Office of</b>		<b>Analyst: Gideon Tolman</b>						
<b>Function: 01 - Office of Drug Policy</b>								
1.00 FY 2016 Total Appropriation								
HB 207								
0001-00	General	3.00	248,800	54,200	0	0	0	303,000
0348-00	Federal	3.00	241,900	364,600	0	3,326,600	0	3,933,100
0349-00	Other	0.00	15,000	3,500	0	0	0	18,500
	<b>Total</b>	<b>6.00</b>	<b>505,700</b>	<b>422,300</b>	<b>0</b>	<b>3,326,600</b>	<b>0</b>	<b>4,254,600</b>
1.21 Net Object Transfers								
0001-00	General	0.00	(200)	0	200	0	0	0
0348-00	Federal	0.00	0	(1,300)	1,300	0	0	0
	<b>Total</b>	<b>0.00</b>	<b>(200)</b>	<b>(1,300)</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	(9,500)	(8,400)	0	0	0	(17,900)
0348-00	Federal	0.00	(4,400)	(163,400)	0	(425,300)	0	(593,100)
0349-00	Other	0.00	0	(3,500)	0	0	0	(3,500)
	<b>Total</b>	<b>0.00</b>	<b>(13,900)</b>	<b>(175,300)</b>	<b>0</b>	<b>(425,300)</b>	<b>0</b>	<b>(614,500)</b>

**Report Totals**

**General Funds**

Ongoing	3.00	239,100	45,800	200	0	0	285,100
<b>Total</b>	<b>3.00</b>	<b>239,100</b>	<b>45,800</b>	<b>200</b>	<b>0</b>	<b>0</b>	<b>285,100</b>

**All Funds**

Ongoing	6.00	491,600	245,700	1,500	2,901,300	0	3,640,100
<b>Total</b>	<b>6.00</b>	<b>491,600</b>	<b>245,700</b>	<b>1,500</b>	<b>2,901,300</b>	<b>0</b>	<b>3,640,100</b>

# FY 2018 Agency Budget - Request

# DU Summary Report

Agency: 198 Drug Policy, Office of

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
<b>FY 2016 Total Appropriation</b>								
0001-00	General	3.00	248,800	54,200	0	0	0	303,000
0348-00	Federal	3.00	241,900	364,600	0	3,326,600	0	3,933,100
0349-00	Other	0.00	15,000	3,500	0	0	0	18,500
		<b>6.00</b>	<b>505,700</b>	<b>422,300</b>	<b>0</b>	<b>3,326,600</b>	<b>0</b>	<b>4,254,600</b>
<b>FY 2016 Actual Expenditures</b>								
0001-00	General	3.00	239,100	45,800	200	0	0	285,100
0348-00	Federal	3.00	237,500	199,900	1,300	2,901,300	0	3,340,000
0349-00	Other	0.00	15,000	0	0	0	0	15,000
		<b>6.00</b>	<b>491,600</b>	<b>245,700</b>	<b>1,500</b>	<b>2,901,300</b>	<b>0</b>	<b>3,640,100</b>
<b>FY 2017 Original Appropriation</b>								
0001-00	General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00	General	0.00	8,000	0	0	0	0	8,000
0348-00	Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00	Federal	0.00	8,200	0	0	0	0	8,200
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	0	0	0	0	0
		<b>6.00</b>	<b>525,700</b>	<b>422,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,660,600</b>
<b>Appropriation Adjustments</b>								
OT 0349-00	Other	0.00	0	21,000	0	0	0	21,000
		<b>0.00</b>	<b>0</b>	<b>21,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>21,000</b>
<b>FY 2017 Total Appropriation</b>								
0001-00	General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00	General	0.00	8,000	0	0	0	0	8,000
0348-00	Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00	Federal	0.00	8,200	0	0	0	0	8,200
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	21,000	0	0	0	21,000
		<b>6.00</b>	<b>525,700</b>	<b>443,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,681,600</b>
<b>Expenditure Adjustments</b>								
<b>FY 2017 Estimated Expenditures</b>								
0001-00	General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00	General	0.00	8,000	0	0	0	0	8,000
0348-00	Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00	Federal	0.00	8,200	0	0	0	0	8,200
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	21,000	0	0	0	21,000
		<b>6.00</b>	<b>525,700</b>	<b>443,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,681,600</b>
<b>Base Adjustments</b>								
OT 0001-00	General	0.00	(8,000)	0	0	0	0	(8,000)
OT 0348-00	Federal	0.00	(8,200)	0	0	0	0	(8,200)
OT 0349-00	Other	0.00	0	(21,000)	0	0	0	(21,000)
		<b>0.00</b>	<b>(16,200)</b>	<b>(21,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(37,200)</b>

# FY 2018 Agency Budget - Request

# DU Summary Report

Agency: 198 Drug Policy, Office of

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
<b>FY 2018 Base</b>								
0001-00	General	3.00	258,200	54,500	0	0	0	312,700
OT 0001-00	General	0.00	0	0	0	0	0	0
0348-00	Federal	3.00	251,300	364,900	0	3,712,000	0	4,328,200
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	0	0	0	0	0
		<b>6.00</b>	<b>509,500</b>	<b>422,900</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,644,400</b>
<b>Employee Benefit Costs</b>								
0001-00	General	0.00	3,900	0	0	0	0	3,900
0348-00	Federal	0.00	3,700	0	0	0	0	3,700
		<b>0.00</b>	<b>7,600</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7,600</b>
<b>Interagency Nonstandard Adjustments</b>								
0001-00	General	0.00	0	200	0	0	0	200
0348-00	Federal	0.00	0	100	0	0	0	100
		<b>0.00</b>	<b>0</b>	<b>300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300</b>
<b>Change In Employee Compensation</b>								
0001-00	General	0.00	2,300	0	0	0	0	2,300
0348-00	Federal	0.00	2,200	0	0	0	0	2,200
		<b>0.00</b>	<b>4,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,500</b>
<b>FY 2018 Total Maintenance</b>								
0001-00	General	3.00	264,400	54,700	0	0	0	319,100
OT 0001-00	General	0.00	0	0	0	0	0	0
0348-00	Federal	3.00	257,200	365,000	0	3,712,000	0	4,334,200
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	0	0	0	0	0
		<b>6.00</b>	<b>521,600</b>	<b>423,200</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,656,800</b>
<b>Line Items</b>								
<b>FY 2018 Total</b>								
0001-00	General	3.00	264,400	54,700	0	0	0	319,100
OT 0001-00	General	0.00	0	0	0	0	0	0
0348-00	Federal	3.00	257,200	365,000	0	3,712,000	0	4,334,200
OT 0348-00	Federal	0.00	0	0	0	0	0	0
0349-00	Other	0.00	0	3,500	0	0	0	3,500
OT 0349-00	Other	0.00	0	0	0	0	0	0
		<b>6.00</b>	<b>521,600</b>	<b>423,200</b>	<b>0</b>	<b>3,712,000</b>	<b>0</b>	<b>4,656,800</b>





**FORM B12: ANALYSIS OF FUND BALANCES**

Request for Fiscal Year : 2018

Agency/Department: Office of Drug Policy

Agency Number: 198

Original Request Date: September 1, 2016 or Revision Request Date: November 16, 2016

Page      of     

Sources and Uses: ODP uses the Federal Grant fund to record the revenue and expenditures for the Federal Strategic Prevention Framework State Incentive Grant and the Federal Prevention Block Grant.

FUND NAME:	FUND CODE:	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Estimate
<b>1. Beginning Free Fund Balance</b>		0	(1,500)	(14,900)	52,900	52,900
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		NA	NA	NA	NA	0
<b>3. Beginning Cash Balance</b>		0	(1,500)	(14,900)	52,900	52,900
4. Revenues (from Form B-11)		1,952,600	2,568,100	3,408,300	4,336,400	4,334,100
5. Non-Revenue Receipts and Other Adjustments		828,500	828,500	828,500	828,500	828,500
6. Statutory Transfers in:	Fund or Reference:	0	0	0	0	0
7. Operating Transfers in:	Fund or Reference:	0	0	0	0	0
<b>8. Total Available for Year</b>		<b>2,781,100</b>	<b>3,395,100</b>	<b>4,221,900</b>	<b>5,217,800</b>	<b>5,215,500</b>
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		(1,400)	(6,000)	500	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		1,813,000	3,316,000	3,933,100	4,336,400	4,334,100
14. Prior Year Reappropriations, Supplementals, Rescissions		0	0	0	0	0
15. Non-cogs, Receipts to Appropriation, etc		1,500,000	0	0	0	0
16. Reversions		(1,357,500)	(728,500)	(593,100)	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		1,955,500	2,587,500	3,340,000	4,336,400	4,334,100
<b>20. Ending Cash Balance</b>		<b>827,000</b>	<b>813,600</b>	<b>881,400</b>	<b>881,400</b>	<b>881,400</b>
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	NA	0	0
23. Borrowing Limit		828,500	828,500	828,500	828,500	828,500
<b>24. Ending Free Fund Balance</b>		<b>(1,500)</b>	<b>(14,900)</b>	<b>52,900</b>	<b>52,900</b>	<b>52,900</b>
<b>25. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)</b>		<b>1,955,500</b>	<b>2,587,500</b>	<b>3,340,000</b>	<b>4,336,400</b>	<b>4,334,100</b>
<b>26. Outstanding Loans (if this fund is part of a loan program)</b>						

Notes:

**FORM B12: ANALYSIS OF FUND BALANCES**

Request for Fiscal Year : 2018

Agency/Department: Office of Drug Policy

Agency Number: \_\_\_\_\_

Original Request Date: September 1, 2016 or Revision Request Date: November 16, 2016

Page \_\_\_\_\_ of \_\_\_\_\_

Sources and Uses: Miscellaneous revenue is derived from conference registration fees, contributions from corporations and foundations for special projects, and private contributions. Funds are used to operating costs associated with statewide coordination of substance abuse data and operations and to perform duties outlined in §67-821, Idaho Code.

FUND NAME:	Miscellaneous Fund	FUND CODE:	0349	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2018 Estimate
<b>1. Beginning Free Fund Balance</b>				26,700	31,700	31,700	16,700	41,200
2. Encumbrances as of July 1				0	0	0	0	0
2a. Reappropriation (Legislative Carryover)				NA	NA	NA	0	0
<b>3. Beginning Cash Balance</b>				26,700	31,700	31,700	16,700	41,200
4. Revenues (from Form B-11)				5,000	0	0	24,500	3,500
5. Non-Revenue Receipts and Other Adjustments				0	0	0	0	0
6. Statutory Transfers in:		Fund or Reference:		0	0	0	0	0
7. Operating Transfers in:		Fund or Reference:		0	0	0	0	0
<b>8. Total Available for Year</b>				31,700	31,700	31,700	41,200	44,700
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				6,200	3,500	18,500	0	0
14. Prior Year Reappropriations, Supplementals, Rescissions				0	0	0	0	0
15. Non-cogs, Receipts to Appropriation, etc				0	0	0	0	0
16. Reversions				(6,200)	(3,500)	(3,500)	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				0	0	15,000	0	0
<b>20. Ending Cash Balance</b>				31,700	31,700	16,700	41,200	44,700
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				0	0	0	0	0
<b>24. Ending Free Fund Balance</b>				31,700	31,700	16,700	41,200	44,700
<b>25. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)</b>				0	0	15,000	0	0
<b>26. Outstanding Loans (if this fund is part of a loan program)</b>								

Notes:



FORM B6: WAGE & SALARY RECONCILIATION

7.00		FY 2017 ESTIMATED EXPENDITURES	3.00	188,100	39,500	38,600	266,200	
		Base Adjustments:						
8.31		Transfer Between Programs	0.00	0	0	0	0	
8.41		Removal of One-Time Expenditures	0.00	(6,600)	0	(1,400)	(8,000)	
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	
			3.00	181,500	39,500	37,200	258,200	
10.11		Change in Health Benefit Costs			3,900		3,900	
10.12		Change in Variable Benefits Costs				0	0	
		Subtotal CEC Base:	Indicator Code	3.00	181,500	43,400	37,200	262,100
10.51		Annualization		0	0	0	0	
10.61		CEC for Permanent Positions	1.00%	1,800		400	2,200	
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	3.00	183,400	43,400	37,600	264,400	
		Line Items:						
12.01							0	
12.02							0	
12.03							0	
13.00		FY 2018 TOTAL REQUEST	3.00	183,400	43,400	37,600	264,400	



FORM B6: WAGE & SALARY RECONCILIATION

7.00		FY 2017 ESTIMATED EXPENDITURES	3.00	184,000	37,000	38,500	259,500	
		Base Adjustments:						
8.31		Transfer Between Programs	0.00	0	0	0	0	
8.41		Removal of One-Time Expenditures	0.00	(6,800)	0	(1,400)	(8,200)	
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	
			3.00	177,200	37,000	37,100	251,300	
10.11		Change in Health Benefit Costs			3,700		3,700	
10.12		Change in Variable Benefits Costs				0	0	
		Subtotal CEC Base:	Indicator Code	3.00	177,200	40,700	37,100	255,000
10.51		Annualization			0	0	0	
10.61		CEC for Permanent Positions	1.00%		1,800	400	2,200	
10.62		CEC for Group Positions	1.00%		0	0	0	
10.63		CEC for Elected Officials & Commissioners			0	0	0	
11.00		FY 2018 PROGRAM MAINTENANCE	3.00	179,000	40,700	37,500	257,200	
		Line Items:						
12.01							0	
12.02							0	
12.03							0	
13.00		FY 2018 TOTAL REQUEST	3.00	179,000	40,700	37,500	257,200	





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

Reporting Agency/Department: Office of Drug Policy  
Contact Person/Title: Elisha Figueroa/Administrator

STARS Agency Code: 198  
Contact Phone Number: 208-854-3040

Fiscal Year: 2018  
Contact Email: [elisha.figueroa@odp.idaho.gov](mailto:elisha.figueroa@odp.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
CFDA #93.243/1U79SP0201	Discretionary	SAMHSA	SPF-SIG	Substance Abuse Prevention	No	3,553,391	1,566,991	2,511,400	2,033,000	Y	N	A reduction of 10% would be made in TB and a reduction of 25% in OE
CFDA #93.959/3B08TI01001	Block	SAMHSA	SABG	Substance Abuse Prevention	Yes, from DHW	1,813,000	1,772,985	1,818,200	1,856,700	Y	N	A reduction of 12% would be made to TB
<b>Total</b>						<b>5,366,391</b>	<b>3,339,976</b>	<b>4,329,600</b>	<b>3,889,700</b>			

<b>Total FY 2016 All Funds Appropriation (DU 1.00)</b>	<b>\$4,254,600</b>
<b>Federal Funds as Percentage of Funds</b>	<b>92%</b>

\*\*\* 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**

<b>AGENCY NAME:</b>	Executive Office of the Governor		
<b>Division/Bureau:</b>	Office of Drug Policy		
<b>Prepared By:</b>	Matt Orem	<b>E-mail Address:</b>	<a href="mailto:matt.orem@dfm.idaho.gov">matt.orem@dfm.idaho.gov</a>
<b>Telephone Number:</b>	208-854-3072	<b>Fax Number:</b>	208-334-2438
<b>DFM Analyst:</b>	Gideon Tolman	<b>LSO/BPA Analyst:</b>	Jared Tatro
<b>Date Prepared:</b>	6/24/2016	<b>For Fiscal Year:</b>	<b>2018</b>

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

<b>Facility Name:</b>	Borah Building		
<b>City:</b>	Boise	<b>County:</b>	Ada
<b>Street Address:</b>	304 N. 8th Street	<b>Zip Code:</b>	83702
<b>Facility Ownership: (could be private or state-owned, use "X" to mark one):</b>	Private Lease (use "X" to mark):	State Owned (use "X" to mark):	X Lease Expires:

**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 Office Use

**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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
Total Number of Work Areas:	6	6	6	6	6	6
Full-Time Equivalent Positions:	6	6	6	6	6	6
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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
Square Feet:	1,872	1,872	1,872	1,872	1,872	1,872

**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 2016	ESTIMATE 2017	REQUEST 2018	REQUEST 2019	REQUEST 2020	REQUEST 2021
Total Facility Cost/Yr:	\$20,925.30	\$20,947.68	\$20,367.36	\$20,367.36	\$20,367.36	\$20,367.36

**IMPORTANT NOTES:**

1. Please fill in the white sections only! If you have any questions, please call Ruth @ 332-1933.
2. Upon completion, please send to Ruth Swan-Brown at the Division of Public Works via email to [Ruth.Swan-Brown@adm.idaho.gov](mailto:Ruth.Swan-Brown@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:**

--

