

Agency Summary And Certification

352 -- Tax Commission, State

Original Submission ____ or Rev No. 1

FY2018 Request

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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 :

[Handwritten Signature] for Tax Commissioners

Date:

10/28/16

Function/Activity	FY 2016 Total Appropriation	FY 2016 Total Expenditures	FY 2017 Original Appropriation	FY 2017 Estimated Expenditures	FY 2018 Total Request
General Services	9,401,600	9,299,400	11,479,100	11,479,100	12,442,700
Audit	11,684,900	11,210,500	12,447,300	12,447,300	12,584,900
Collection	7,683,500	7,636,100	8,178,200	8,178,200	7,441,100
Revenue Operations	6,858,800	6,986,900	6,846,600	6,846,600	6,844,800
Property Tax	3,495,800	3,488,900	3,712,200	3,712,200	3,758,500
Total	39,124,600	38,621,800	42,663,400	42,663,400	43,072,000
By Fund Source	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
G 0001-00 General Revenue Fund	32,175,500	32,065,800	35,162,600	35,162,600	35,540,200
D 0276-00 Multistate Tax Compact	2,356,900	2,084,200	2,608,900	2,608,900	2,641,600
D 0338-01 Administration and Accounting	224,000	174,700	225,800	225,800	227,300
D 0338-02 Administration for Transportation	4,174,900	4,140,900	4,472,800	4,472,800	4,469,600
F 0348-00 Federal Grant	8,000	0	8,000	8,000	8,000
O 0401-00 Seminars And Publications	185,300	156,200	185,300	185,300	185,300
Total	39,124,600	38,621,800	42,663,400	42,663,400	43,072,000
By Object	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
Personnel Costs	29,004,400	28,860,800	31,303,700	31,303,700	31,421,300
Operating Expenditures	9,418,800	9,015,000	11,006,300	11,006,300	10,988,000
Capital Outlay	701,400	746,000	353,400	353,400	662,700
Trustee And Benefit Payments	0	0	0	0	0
Lump Sum	0	0	0	0	0
Total	39,124,600	38,621,800	42,663,400	42,663,400	43,072,000
FTP Total	447.00	447.00	451.00	451.00	455.00

Idaho State Tax Commission

Commissioners and Executive Leadership Team

**COMMISSIONER
KEN ROBERTS
CHAIRMAN**

**COMMISSIONER
TOM KATSILOMETES**

**COMMISSIONER
RICHARD W. JACKSON**

**COMMISSIONER
ELLIOT WERK**

AUDIT
DIVISION

RANDY TILLEY
DIVISION
ADMINISTRATOR

COLLECTION
DIVISION

DEBBIE COULSON
DIVISION
ADMINISTRATOR

REVENUE
OPERATIONS
DIVISION

DOREEN WARREN
DIVISION
ADMINISTRATOR

PROPERTY TAX
DIVISION

STEVE FISCUS
DIVISION
ADMINISTRATOR

TAXPAYER
SERVICES

VACANT
PROGRAM
MANAGER

TAX
APPEALS

MIKE CHAKARUN
TAX MANAGER

HUMAN
RESOURCES

ROXANNE LOPEZ
HUMAN RESOURCE
OFFICER

INFORMATION
TECHNOLOGY

MIKE TELLER
IT SERVICES
MANAGER

MANAGEMENT
SERVICES

MARK POPPLER
FINANCIAL
OFFICER

Assistant
to the Commissioners

Valerie Diley

PROGRAM MANAGER

Robin O'Neill

DEPUTY ATTORNEY
GENERAL

Phil Skinner

FY 2018 Agency Budget - Request**Line Item Report****Agency: 352 Tax Commission, State**

Decision Unit	Priority	Agency Request		
		FTP	General	Total
General Services				
12.01 Flash Array Storage Technology --one-time	3	0.00	255,000	300,000
Audit				
12.01 Restore Audit Positions diverted to Fraud	2	3.00	199,600	199,600
Property Tax				
12.01 Additional Programmer for County Software	1	1.00	76,800	76,800
		4.00	531,400	576,400

Class Code	Revenue Source Description	Fund Disposition		FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Request
		No.	Title					
2015	Highways-Federal Grants	0348	Federal Grants	0	0	0	8,000	8,000
1315	Fines	0401	Seminars & Publications	38,700	35,900	53,200	42,000	42,000
1540	Professional Services			130,000	121,300	115,400	122,600	122,600
1730-01	Sale of Regs & Printing			0	0	0	0	0
1760	Reproduction & Xerox			500	500	500	200	200
1770-01	Sale of Maps			0	0	0	0	0
1770-02 & 3690	Postage/ Other			300	1,000	700	200	200
	Total	0401	Seminars & Publications	169,500	158,700	169,800	165,000	165,000
GRAND TOTAL				169,500	158,700	169,800	173,000	173,000
Significant Assumptions These funds must be raised through grants or administrative charges for services.		Total by Fund	0348 Federal Grants	0	0	0	8,000	8,000
			0401 Seminars and Publicatic	169,500	158,700	169,800	165,000	165,000
GRAND TOTAL				169,500	158,700	169,800	173,000	173,000

ANALYSIS OF FUNDS

DEPARTMENT: Revenue and Taxation

AGENCY: State Tax Commission

FUNCTION: ALL

STARS Agency No: 352

Function/Activity No: 1000, 2000, 3000, 4000

STARS Budget Unit(s): TAAA, TAAI, TAAB, TAAF, TAAC, 1 FY 2018 Budget --preliminary

FY 2018 Request

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Fund Title: Multi-State Tax Compact	Fund Code: 0276	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Request
Beginning Free Fund Balance		254,800	107,900	264,200	269,400	269,400
Encumbrances as of July 1		0	150,000	0	0	0
Liquidated prior year encumbrances						
Cash Receipts		13,564,800	12,470,900	8,418,600	14,500,000	14,600,000
Excess Transfers back to General Fund		(11,243,600)	(10,206,200)	(6,329,200)	(11,891,100)	(11,958,400)
Total Available for Year		2,576,000	2,522,600	2,353,600	2,878,300	2,911,000
Cash Expenditures		2,318,100	2,258,400	2,084,200	2,608,900	2,641,600
Encumbrances as of June 30		150,000	0	0		
Ending Free Fund Balance		107,900	264,200	269,400	269,400	269,400
Fund Title: Admin & Accounting Services	Fund Code: 0338-01	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Request
Beginning Free Fund Balance		39,700	66,200	60,800	60,500	50,500
Encumbrances as of July 1						
Transfers IN from Local Option Sales Tax Administration-- City of Ketchum		165,000	32,100	0	0	0
Transfers IN from new E911 fee-- estimated retained at 2%		11,300	31,500	35,600	80,000	80,000
Transfers IN from Counties for Local Option Taxes		112,400	27,900	0	0	0
Transfers IN from Nongame Management		3,000	3,000	3,000	3,000	3,000
Transfers IN from Idaho Travel & Convention		91,000	91,000	91,000	91,000	91,000
Transfers IN from Boise Auditorium		10,800	10,800	10,800	10,800	10,800
Transfers IN from Children's Trust Fund		3,000	3,000	3,000	3,000	3,000
Transfers IN from Idaho Guard and Reserve Family Support Fund		3,000	3,000	3,000	3,000	3,000
Transfers IN from Idaho Special Olympics Fund		3,000	3,000	3,000	3,000	3,000
Transfers IN from Veterans Support Fund		3,000	3,000	3,000	3,000	3,000
Transfers IN from Idaho Food Bank		3,000	3,000	3,000	3,000	3,000
Transfers IN from Opportunity Scholarship check-off		3,000	3,000	2,900	3,000	3,000
Transfers IN from Red Cross Check-off Account		3,000	3,000	3,000	3,000	3,000
Transfers IN from Wine Direct Shippers Application Fees		10,300	9,700	11,600	8,500	8,500
Transfers IN from Clean Water Trust Fund		1,500	1,500	1,500	1,500	1,500
Transfers IN from Transfer of UCP function to STO		0	0	0	0	0
Total Transfer IN - Cash Receipts		426,300	228,500	174,400	215,800	215,800
Total Available for Year		466,000	294,700	235,200	276,300	266,300
Cash Expenditures		399,800	233,900	173,300	225,800	227,300
Admin fee due and receivable from Nez Perce at 6/30/15				0	0	
Encumbrances as of June 30		0	0	1,400		
Ending Free Fund Balance		66,200	60,800	60,500	50,500	39,000

ANALYSIS OF FUNDS

DEPARTMENT: Revenue and Taxation

AGENCY: State Tax Commission

FUNCTION: ALL

STARS Agency No: 352

Function/Activity No: 1000, 2000, 3000, 4000

STARS Budget Unit(s): TAAA, TAAI, TAAB, TAAF, TAAC, TAAD

FY 2018 Request

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FY 2018 Budget --preliminary

Fund Title: Administration and Accounting - Motor Fuels	Fund Code: 0338-02	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Request
Beginning Free Fund Balance		1,024,200	1,093,800	1,146,500	1,146,400	1,146,400
Encumbrances as of July 1		1,400	311,600	53,600	0	
Liquidated prior year encumbrances		0	0	0		
Cash Receipts		4,390,600	4,079,200	4,140,800	4,472,800	4,469,900
Total Available for Year		5,416,200	5,484,600	5,340,900	5,619,200	5,616,300
Cash Expenditures		4,010,800	4,284,500	4,194,500	4,472,800	4,469,900
Encumbrances as of June 30		311,600	53,600	0		
Ending Free Fund Balance		1,093,800	1,146,500	1,146,400	1,146,400	1,146,400
Fund Title: Federal Grant-Motor Fuel Compliance	Fund Code: 0348	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Request
Beginning Free Fund Balance		0	0	0	0	0
Encumbrances as of July 1						
Cash Receipts (from Form B-11)		0	0	0	8,000	8,000
Total Available for Year		0	0	0	8,000	8,000
Cash Expenditures		0	0	0	8,000	8,000
Encumbrances as of June 30		0	0	0	0	0
Ending Free Fund Balance		0	0	0	0	0
Fund Title: Seminars and Publications	Fund Code: 0401	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimated	FY 2018 Request
Beginning Free Fund Balance		124,500	151,200	154,700	168,300	148,000
Encumbrances as of July 1		0	2,200	0	0	0
Cash Receipts (from Form B-11)		169,500	158,700	169,800	165,000	165,000
Total Available for Year		294,000	312,100	324,500	333,300	313,000
Cash Expenditures		140,600	157,400	156,200	185,300	185,300
Encumbrances as of June 30		2,200	0	0		
Ending Free Fund Balance		151,200	154,700	168,300	148,000	127,700

Form B12

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 10 - General Services

		<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								
SB 1165, SB 1119								
0001-00	General	60.05	4,646,800	2,997,900	158,600	0	0	7,803,300
0276-00	Dedicated	0.00	0	401,800	37,400	0	0	439,200
0338-01	Dedicated	0.00	36,800	27,400	2,500	0	0	66,700
0338-02	Dedicated	6.60	479,800	517,700	75,800	0	0	1,073,300
0401-00	Other	0.00	0	19,100	0	0	0	19,100
	Total	66.65	5,163,400	3,963,900	274,300	0	0	9,401,600
1.31 Net Transfers Between Programs								
Cover personnel budget shortage and provide some additional capital IT spending.								
0001-00	General	0.00	174,600	0	15,000	0	0	189,600
	Total	0.00	174,600	0	15,000	0	0	189,600
1.41 Receipts to Appropriation								
Sale of surplus equipment.								
0001-00	General	0.00	0	0	2,200	0	0	2,200
	Total	0.00	0	0	2,200	0	0	2,200
1.61 Reverted Appropriation Balances								
MTC fund reversion due to unspent authority for legal expenses. No major legal expenses incurred this fiscal year.								
0001-00	General	0.00	0	(5,500)	(300)	0	0	(5,800)
0276-00	Dedicated	0.00	0	(268,800)	0	0	0	(268,800)
0338-01	Dedicated	0.00	(18,600)	(100)	0	0	0	(18,700)
0338-02	Dedicated	0.00	0	(600)	0	0	0	(600)
0401-00	Other	0.00	0	(100)	0	0	0	(100)
	Total	0.00	(18,600)	(275,100)	(300)	0	0	(294,000)
FY 2016 Actual Expenditures								
0001-00	General	60.05	4,821,400	2,992,400	175,500	0	0	7,989,300
0276-00	Dedicated	0.00	0	133,000	37,400	0	0	170,400
0338-01	Dedicated	0.00	18,200	27,300	2,500	0	0	48,000
0338-02	Dedicated	6.60	479,800	517,100	75,800	0	0	1,072,700
0401-00	Other	0.00	0	19,000	0	0	0	19,000
	Total	66.65	5,319,400	3,688,800	291,200	0	0	9,299,400

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 10 - General Services

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2017 Original Appropriation								
3.00 FY 2017 Original Appropriation								
HB 589, HB 575								
0001-00	General	61.05	4,853,200	4,227,300	0	0	0	9,080,500
OT 0001-00	General	0.00	144,600	74,400	209,900	0	0	428,900
0276-00	Dedicated	1.00	94,100	485,300	2,500	0	0	581,900
OT 0276-00	Dedicated	0.00	0	400	34,500	0	0	34,900
0338-01	Dedicated	0.00	37,100	27,700	2,500	0	0	67,300
0338-02	Dedicated	6.60	491,000	658,800	5,000	0	0	1,154,800
OT 0338-02	Dedicated	0.00	15,400	8,400	87,900	0	0	111,700
0401-00	Other	0.00	0	19,100	0	0	0	19,100
Total		68.65	5,635,400	5,501,400	342,300	0	0	11,479,100
FY 2017 Total Appropriation								
0001-00	General	61.05	4,853,200	4,227,300	0	0	0	9,080,500
OT 0001-00	General	0.00	144,600	74,400	209,900	0	0	428,900
0276-00	Dedicated	1.00	94,100	485,300	2,500	0	0	581,900
OT 0276-00	Dedicated	0.00	0	400	34,500	0	0	34,900
0338-01	Dedicated	0.00	37,100	27,700	2,500	0	0	67,300
0338-02	Dedicated	6.60	491,000	658,800	5,000	0	0	1,154,800
OT 0338-02	Dedicated	0.00	15,400	8,400	87,900	0	0	111,700
0401-00	Other	0.00	0	19,100	0	0	0	19,100
Total		68.65	5,635,400	5,501,400	342,300	0	0	11,479,100
FY 2017 Estimated Expenditures								
0001-00	General	61.05	4,853,200	4,227,300	0	0	0	9,080,500
OT 0001-00	General	0.00	144,600	74,400	209,900	0	0	428,900
0276-00	Dedicated	1.00	94,100	485,300	2,500	0	0	581,900
OT 0276-00	Dedicated	0.00	0	400	34,500	0	0	34,900
0338-01	Dedicated	0.00	37,100	27,700	2,500	0	0	67,300
0338-02	Dedicated	6.60	491,000	658,800	5,000	0	0	1,154,800
OT 0338-02	Dedicated	0.00	15,400	8,400	87,900	0	0	111,700
0401-00	Other	0.00	0	19,100	0	0	0	19,100
Total		68.65	5,635,400	5,501,400	342,300	0	0	11,479,100

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 10 - General Services

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
Base Adjustments							
8.31 Transfer Between Programs							
Transfer positions from Collection Division to combine taxpayer services efforts with Communications and Tax Policy staff in new Taxpayer Resources program aimed at improving customer service to taxpayers.							
0001-00 General	11.00	718,500	0	0	0	0	718,500
Total	11.00	718,500	0	0	0	0	718,500
8.32 Transfer Between Programs							
Transfer position from General Services Division to Audit Division to align with changes made in FY2017 budget where an Admin Assistant position was given up in exchange for a new AG position. FTP only transfer.							
0001-00 General	-1.00	0	0	0	0	0	0
Total	-1.00	0	0	0	0	0	0
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(144,600)	(74,400)	(209,900)	0	0	(428,900)
OT 0276-00 Dedicated	0.00	0	(400)	(34,500)	0	0	(34,900)
OT 0338-02 Dedicated	0.00	(15,400)	(8,400)	(87,900)	0	0	(111,700)
Total	0.00	(160,000)	(83,200)	(332,300)	0	0	(575,500)
FY 2018 Base							
0001-00 General	71.05	5,571,700	4,227,300	0	0	0	9,799,000
OT 0001-00 General	0.00	0	0	0	0	0	0
0276-00 Dedicated	1.00	94,100	485,300	2,500	0	0	581,900
OT 0276-00 Dedicated	0.00	0	0	0	0	0	0
0338-01 Dedicated	0.00	37,100	27,700	2,500	0	0	67,300
0338-02 Dedicated	6.60	491,000	658,800	5,000	0	0	1,154,800
OT 0338-02 Dedicated	0.00	0	0	0	0	0	0
0401-00 Other	0.00	0	19,100	0	0	0	19,100
Total	78.65	6,193,900	5,418,200	10,000	0	0	11,622,100
Program Maintenance							
10.11 Change in Health Benefit Costs							
10% increase in employer provided health care costs. New cost is \$13,460 per employee.							
0001-00 General	0.00	68,700	0	0	0	0	68,700
0276-00 Dedicated	0.00	1,200	0	0	0	0	1,200
0338-02 Dedicated	0.00	7,500	0	0	0	0	7,500
Total	0.00	77,400	0	0	0	0	77,400

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 10 - General Services

		<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>
10.31 Repair, Replacement Items/Alterations								
Normal replacement of servers, PC's, laptops, etc. on state recommended schedule. Also replaces 4 oldest or highest mileage fleet vehicles for safety and reliability. Operating portions are for upgrades and replacements of existing security software due to dual authentication requirements.								
OT 0001-00	General	0.00	0	47,400	207,100	0	0	254,500
OT 0276-00	Dedicated	0.00	0	400	64,000	0	0	64,400
OT 0338-02	Dedicated	0.00	0	5,400	70,500	0	0	75,900
Total		0.00	0	53,200	341,600	0	0	394,800
10.61 Salary Multiplier - Regular Employees								
1.0% placeholder increase per budget instructions.								
0001-00	General	0.00	43,400	0	0	0	0	43,400
0276-00	Dedicated	0.00	800	0	0	0	0	800
0338-02	Dedicated	0.00	3,600	0	0	0	0	3,600
Total		0.00	47,800	0	0	0	0	47,800
10.62 Salary Multiplier - Group and Temporary								
1.0% placeholder increase per budget instructions.								
0001-00	General	0.00	300	0	0	0	0	300
0338-01	Dedicated	0.00	300	0	0	0	0	300
Total		0.00	600	0	0	0	0	600
FY 2018 Total Maintenance								
0001-00	General	71.05	5,684,100	4,227,300	0	0	0	9,911,400
OT 0001-00	General	0.00	0	47,400	207,100	0	0	254,500
0276-00	Dedicated	1.00	96,100	485,300	2,500	0	0	583,900
OT 0276-00	Dedicated	0.00	0	400	64,000	0	0	64,400
0338-01	Dedicated	0.00	37,400	27,700	2,500	0	0	67,600
0338-02	Dedicated	6.60	502,100	658,800	5,000	0	0	1,165,900
OT 0338-02	Dedicated	0.00	0	5,400	70,500	0	0	75,900
0401-00	Other	0.00	0	19,100	0	0	0	19,100
Total		78.65	6,319,700	5,471,400	351,600	0	0	12,142,700

Line Items

12.01 Flash Array Storage Technology --one-time replacement

To obtain better data storage transfer performance, replacement existing capacity with flash storage technology. Improves input/output speed by a factor of 40, eliminating concerns with total system capacity to perform within available hours.

OT 0001-00	General	0.00	0	0	255,000	0	0	255,000
OT 0276-00	Dedicated	0.00	0	0	15,000	0	0	15,000
OT 0338-02	Dedicated	0.00	0	0	30,000	0	0	30,000
Total		0.00	0	0	300,000	0	0	300,000

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 10 - General Services

		<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 Total								
	0001-00 General	71.05	5,684,100	4,227,300	0	0	0	9,911,400
OT	0001-00 General	0.00	0	47,400	462,100	0	0	509,500
	0276-00 Dedicated	1.00	96,100	485,300	2,500	0	0	583,900
OT	0276-00 Dedicated	0.00	0	400	79,000	0	0	79,400
	0338-01 Dedicated	0.00	37,400	27,700	2,500	0	0	67,600
	0338-02 Dedicated	6.60	502,100	658,800	5,000	0	0	1,165,900
OT	0338-02 Dedicated	0.00	0	5,400	100,500	0	0	105,900
	0401-00 Other	0.00	0	19,100	0	0	0	19,100
	Total	78.65	6,319,700	5,471,400	651,600	0	0	12,442,700

A: Decision Unit No: 12.02		Descriptive Title: Flash Array Memory Upgrade			Agency Priority Ranking 4 of 5	
DESCRIPTION	General	Dedicated	Federal	Other	Total	
FULL TIME POSITIONS (FTP)	0.00	0.00			0.00	
PERSONNEL COSTS:						
1. Salaries and benefits --ongoing increase					0	
2. Group Position Funding					0	
TOTAL PERSONNEL COSTS:	0	0	0	0	0	
OPERATING EXPENDITURES by subobject:						
4.					0	
TOTAL OPERATING EXPENDITURES:	0	0	0	0	0	
CAPITAL OUTLAY by subobject:						
1. Replacement of data storage technology --one-time	255,000	45,000			300,000	
LUMP SUM:						
GRAND TOTAL	255,000	45,000	0	0	300,000	

Answers:

B: Use the financial data matrix above to summarize requested resources by fund source and by expenditure class at the summary object level.

Attach as many pages as necessary to respond to the following questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

Replace existing platter based data storage technology with more modern flash array technology. Agencies including ITD, Department of Education, and Heath & Welfare have already migrated successfully to this more efficient technology. The Tax Commission has the fastest platter based equipment currently available, but is increasing concerned about both the total storage capacity realistically servicable with the current disk memory input/output speeds, and the amount of available time for processing and backup operations during non-business hours. Flash array is up to 40 times faster than current platter equipment, and is forecast to reduce the nightly processing time from an average of 7.5 hours to 3.0 hours. Peak processing time has hit 13.5 hours on occasion, causing significant inconvenience and loss of productivity to over 300 daily GenTax users who need the system to be available by 7:00 a.m. Peak time would be reduced to between 5 and 7.5 hours, allowing much more flexibility in operations. Additionally, the new technology would allow the agency to improve its functional testing capacity within GenTax by providing the speed and storage room for another test environment. This would allow the agency to even better and more efficiently reap the benefits of the enhanced GenTax maintenance model approved last session.

2. What resources are necessary to implement this request?

a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.
No additional personnel dollars or positions are needed in this request.

b. Note any existing agency human resources that will be redirected to this new effort and how existing operations will be impacted.

Personnel currently in computer operations would continue in their present duties. The expected efficiencies of the new technology and an additional test environment may allow more flexibility in work schedules for the many employees involved in testing and verifying software changes and improvements.

c. List any additional operating funds and capital items needed.

These are capital funds being requested. No other specific related costs are currently identified. However, if this request is not funded, then an additional \$125,000 of one-time replacement capital will still be necessary to provide additional platter-based storage space to accommodate normal business growth.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.)

Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

This request benefits all operations and tax types of the agency, and therefore is funded on our standard split between funds based on approximate workload. This translates to 85% general fund, 10% fuels fund, and 5% MTC fund.

4. Who is being served by this request and what are the expected impacts of the funding requested. If this request is not funded who and what are impacted.

Efficiency improvements at the Tax Commission benefit all citizens of Idaho by minimizing the increases in the cost of government and aiding our ability to encourage and enhance voluntary compliance with Idaho's tax laws. The quantum speed improvements of this new storage technology increases our responsiveness to both internal and external customers, allows for another test environment to be established, and mitigates concerns for overnight processing time and storage space. If not funded, the improvements to efficiency will be postponed, and the risk of the GenTax system not being available on time each work day is slowly building as maximum data retrieval thresholds are crossed. Our ability to move to new versions and adopt improvements as quickly as possible would be hindered by the lack of adequate testing environments and physical limitations on the current storage equipment.

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	General Services	Budget Unit:	TAAA
		Fiscal Year:	2018
Original Request Date:		Fund Name:	General
Revision Date:	Revision #:	Fund Number:	0001-00
		Budget Submission Page #	of

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	54.00	3,266,157	660,960	685,858	4,612,974	(120,969)	65,880	0	65,880
		Board & Group Positions	2		68,389	0	5,768	74,158				
		Elected Officials & Full Time Commissioners	3	3.20	298,845	39,168	59,485	397,498		3,904	0	3,904
		TOTAL FROM WSR		57.20	3,633,391	700,128	751,111	5,084,630		69,784	0	69,784
		FY 2017 ORIGINAL APPROPRIATION			4,997,800	61.05	3,571,343	688,172				
		Unadjusted Over or (Under) Funded:		Est Difference	3.85	(62,047)	(11,956)	(12,827)	(88,830)	Calculated underfunding is (1.7%) of Original Appropriation		
		Retire Cd		Adjustment Description / Position Title								
1007	20401	Public Information Director	1	1.00	93,600	12,240	19,666	125,506		1,220	0	1,220
1211	04307	Tax Policy Specialist	1	1.00	60,415	12,240	12,694	85,349		1,220	0	1,220
2405	04307	Tax Policy Specialist	1	1.00	60,415	12,240	12,694	85,349		1,220	0	1,220
3851	04377	Tax Automated Systems Specialist	1	0.85	49,556	10,404	10,412	70,372		1,037	0	1,037
5202	01231	Admin Assistant 2	1	0.50	16,956	6,120	3,563	26,639		610	0	610
7210	01662	IT Information System Tech	1	0.50	21,427	6,120	4,502	32,049		610	0	610
		Other Adjustments:										
2410	04307	Tax Policy Specialist --transfer to MTC fund	1	(1.00)	(69,846)	(12,240)	(14,675)	(96,761)		(1,220)	0	(1,220)
		Transfer expense from general fund to 0338-01	2	0.00	(34,300)	0	(2,785)	(37,065)		0	0	0
		Normal vacancies to cover shortfall	1	(4.76)	(265,100)	(58,262)	(55,700)	(379,063)		(5,807)	0	(5,807)
		Retain FTP's reflected on above line	1	4.76	0	0	0	0		0	0	0
Estimated Salary Needs:												
		Permanent Positions	1	57.85	3,233,579	649,822	679,013	4,562,414		64,770	0	64,770
		Board & Group Positions	2	0.00	34,089	0	3,004	37,093			0	0
		Elected Officials & Full Time Commissioners	3	3.20	298,845	39,168	59,485	397,498		3,904	0	3,904
		Estimated Salary and Benefits		61.05	3,566,514	688,990	741,502	4,997,005		68,674	0	68,674
		Adjusted Over or (Under) Funding:		Orig. Approp	0.00	600	100	100	800	Calculated overfunding is .0% of Original Appropriation		
				Est. Expend	0.00	600	100	100	800	Calculated overfunding is .0% of Estimated Expenditures		
				Base	10.00	479,000	148,200	92,100	719,300	Calculated overfunding is 12.9% 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	4,997,800	61.05	3,567,081	689,099	741,620	4,997,800			
	Rounded Appropriation		61.05	3,567,100	689,100	741,600	4,997,800			
	Appropriation Adjustments:									
4.11	Reappropriation		0.00	0	0	0	0			
4.31	Supplemental		0.00	0	0	0	0			0
5.00	FY 2017 TOTAL APPROPRIATION		61.05	3,567,100	689,100	741,600	4,997,800			
	Expenditure Adjustments:									
6.31	FTP or Fund Adjustment		0.00	0	0	0	0			0
6.51	Transfer Between Programs		0.00	0	0	0	0			0
7.00	FY 2017 ESTIMATED EXPENDITURES		61.05	3,567,100	689,100	741,600	4,997,800			
	Base Adjustments:									
8.31	Transfer Between Programs		11.00	478,400	148,100	92,000	718,500			0
8.32	Transfer Between Programs		(1.00)	0	0	0	0			0

FORM B6: WAGE & SALARY RECONCILIATION

8.41	Removal of One-Time Expenditures		0.00	(119,500)	0	(25,100)	(144,600)			0
8.51	Base Reduction		0.00	0	0	0	0			0
9.00	FY 2018 BASE		FTP	FY 18 Salary	FY18 Health Ben	FY 18 Var Ben	FY 2018 Total			
10.11	Change in Health Benefit Costs		71.05	3,926,000	837,200	808,500	5,571,700			
10.12	Change in Variable Benefits Costs				68,700	0	68,700			
	Subtotal CEC Base:	Indicator Code	71.05	3,926,000	905,900	808,500	5,640,400			
10.51	Annualization			0	0	0	0			
10.61	CEC for Permanent Positions	1.00%		35,900		7,500	43,400			
10.62	CEC for Group Positions	1.00%		300		0	300			
10.63	CEC for Elected Officials & Commissioners			0		0	0			
11.00	FY 2018 PROGRAM MAINTENANCE		71.05	3,962,200	905,900	816,000	5,684,100			
	Line Items:									
12.01							0			
12.02							0			
12.03							0			
13.00	FY 2018 TOTAL REQUEST		71.05	3,962,200	905,900	816,000	5,684,100			

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	General Services	Budget Unit:	TAAA
		Fiscal Year:	2018
Original Request Date:		Fund Name:	Administration and Accounting
Revision Date:		Fund Number:	0338-01
	Revision #:	Budget Submission Page #	of

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	0.00	0	0	0	0	0	0	0	0
		Board & Group Positions	2		0	0	0	0				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		0.00	0	0	0	0		0	0	0
		FY 2017 ORIGINAL APPROPRIATION	37,100	0.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!				
		Unadjusted Over or (Under) Funded:	Est Difference	0.00	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		#DIV/0!		
		Other Adjustments:										
		Transfer expense from general fund to 0338-01	2	0.00	34,300	0	2,765	37,065		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	0.00	0	0	0	0		0	0	0
		Board & Group Positions	2	0.00	34,300	0	2,765	37,065		0	0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		0.00	34,300	0	2,765	37,065		0	0	0
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	0	0	0	0		Calculated underfunding is 0% of Original Appropriation		
			Est. Expend	0.00	0	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
			Base	0.00	0	0	0	0		Calculated underfunding is 0% 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	37,100	0.00	34,333	0	2,767	37,100				
	Rounded Appropriation		0.00	34,300	0	2,800	37,100				
5.00	FY 2017 TOTAL APPROPRIATION		0.00	34,300	0	2,800	37,100				
	Expenditure Adjustments:										
7.00	FY 2017 ESTIMATED EXPENDITURES		0.00	34,300	0	2,800	37,100				
9.00	FY 2018 BASE		0.00	34,300	0	2,800	37,100				
10.11	Change in Health Benefit Costs				0		0				
10.12	Change in Variable Benefits Costs					0	0				
	Subtotal CEC Base:	Indicator Code	0.00	34,300	0	2,800	37,100				
10.51	Annualization			0	0	0	0				
10.61	CEC for Permanent Positions	1.00%		0		0	0				
10.62	CEC for Group Positions	1.00%		300		0	300				
10.63	CEC for Elected Officials & Commissioners			0		0	0				
11.00	FY 2018 PROGRAM MAINTENANCE		0.00	34,600	0	2,800	37,400				
13.00	FY 2018 TOTAL REQUEST		0.00	34,600	0	2,800	37,400				

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	General Services	Budget Unit:	TAAA
		Fiscal Year:	2018
Original Request Date:		Fund Name:	Administration Services for Transportation
Revision Date:		Fund Number:	0338-02
	Revision #:	Budget Submission Page #	of

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	5.00	290,543	61,200	61,046	412,789	(10,761)	6,100	0	6,100
		Board & Group Positions	2		0	0	0	0				
		Elected Officials & Full Time Commissioners	3	0.45	42,025	5,508	8,365	55,898		549	0	549
		TOTAL FROM WSR		6.45	332,668	66,708	69,411	468,687		6,649	0	6,649
		FY 2017 ORIGINAL APPROPRIATION		6.60	506,400	72,076	74,996	506,400				
		Unadjusted Over or (Under) Funded:	Est Difference	1.15	26,760	5,368	5,585	37,713				
		Calculated overfunding is 7.4% of Original Appropriation										
		Retire Cd	Adjustment Description / Position Title									
3851	04377	Tax Automated Systems Specialist	1	0.15	8,745	1,836	1,837	12,419		183	0	183
5202	01231	Admin Assistant 2	1	0.50	16,956	6,120	3,583	26,639		610	0	610
7210	01662	IT Information System Tech	1	0.50	21,427	6,120	4,502	32,049		610	0	610
		Other Adjustments:										
		Normal vacancies to cover shortfall	1	(0.44)	(23,300)	(5,332)	(4,895)	(33,527)		(531)	0	(531)
		Retain FTP's reflected on above line	1	0.44	0	0	0	0		0	0	0
		Estimated Salary Needs:										
		Permanent Positions	1	6.15	314,371	69,944	66,052	450,368		6,972	0	6,972
		Board & Group Positions	2	0.00	0	0	0	0		0	0	0
		Elected Officials & Full Time Commissioners	3	0.45	42,025	5,508	8,365	55,898		549	0	549
		Estimated Salary and Benefits		6.60	356,396	75,452	74,418	506,266		7,521	0	7,521
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	100	0	0	100		Calculated overfunding is .0% of Original Appropriation		
			Est. Expend	0.00	100	0	0	100		Calculated overfunding is .0% of Estimated Expenditures		
			Base	0.00	100	0	0	100		Calculated overfunding is .0% 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	506,400	6.60	356,490	75,472	74,437	506,400				
	Rounded Appropriation			356,500	75,500	74,400	506,400				
	Appropriation Adjustments:										
4.11	Reappropriation		0.00	0	0	0	0				
4.31	Supplemental		0.00	0	0	0	0				0
5.00	FY 2017 TOTAL APPROPRIATION		6.60	356,500	75,500	74,400	506,400				
	Expenditure Adjustments:										
6.31	FTP or Fund Adjustment		0.00	0	0	0	0				0
6.51	Transfer Between Programs		0.00	0	0	0	0				0
7.00	FY 2017 ESTIMATED EXPENDITURES		6.60	356,500	75,500	74,400	506,400				
	Base Adjustments:										
8.31	Transfer Between Programs		0.00	0	0	0	0				0
8.41	Removal of One-Time Expenditures		0.00	(12,700)	0	(2,700)	(15,400)				0
8.51	Base Reduction		0.00	0	0	0	0				0
9.00	FY 2018 BASE		6.60	343,800	75,500	71,700	491,000				
10.11	Change in Health Benefit Costs				7,500		7,500				
10.12	Change in Variable Benefits Costs					0	0				

FORM B6: WAGE & SALARY RECONCILIATION

							0
	Subtotal CEC Base:	Indicator Code	6.60	343,800	83,000	71,700	498,500
10.51	Annualization			0	0	0	0
10.61	CEC for Permanent Positions	1.00%		3,000		600	3,600
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		6.60	346,800	83,000	72,300	502,100
	Line Items:						
12.01							0
12.02							0
12.03							0
13.00	FY 2018 TOTAL REQUEST		6.60	346,800	83,000	72,300	502,100

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 20 - Audit

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
FY 2016 Total Appropriation								
1.00 FY 2016 Total Appropriation								
SB 1165, SB 1119								
0001-00	General	98.05	6,708,600	1,055,800	0	0	0	7,764,400
0276-00	Dedicated	20.15	1,396,600	490,000	0	0	0	1,886,600
0338-01	Dedicated	0.10	13,400	24,400	0	0	0	37,800
0338-02	Dedicated	23.05	1,630,100	358,000	0	0	0	1,988,100
0348-00	Federal	0.00	0	8,000	0	0	0	8,000
	Total	141.35	9,748,700	1,936,200	0	0	0	11,684,900
1.21 Net Object Transfers								
0001-00	General	0.00	(15,000)	0	15,000	0	0	0
	Total	0.00	(15,000)	0	15,000	0	0	0
1.31 Net Transfers Between Programs								
Audit covers personnel budget shortfalls in other divisions.								
0001-00	General	0.00	(380,800)	0	(15,000)	0	0	(395,800)
	Total	0.00	(380,800)	0	(15,000)	0	0	(395,800)
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	(37,400)	(2,500)	0	0	0	(39,900)
0276-00	Dedicated	0.00	0	(3,600)	0	0	0	(3,600)
0338-01	Dedicated	0.00	(1,400)	(2,400)	0	0	0	(3,800)
0338-02	Dedicated	0.00	0	(23,300)	0	0	0	(23,300)
0348-00	Federal	0.00	0	(8,000)	0	0	0	(8,000)
	Total	0.00	(38,800)	(39,800)	0	0	0	(78,600)
FY 2016 Actual Expenditures								
0001-00	General	98.05	6,275,400	1,053,300	0	0	0	7,328,700
0276-00	Dedicated	20.15	1,396,600	486,400	0	0	0	1,883,000
0338-01	Dedicated	0.10	12,000	22,000	0	0	0	34,000
0338-02	Dedicated	23.05	1,630,100	334,700	0	0	0	1,964,800
0348-00	Federal	0.00	0	0	0	0	0	0
	Total	141.35	9,314,100	1,896,400	0	0	0	11,210,500

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 20 - Audit

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2017 Original Appropriation								
3.00 FY 2017 Original Appropriation								
HB 589, HB 575								
0001-00	General	99.05	7,034,200	1,074,600	0	0	0	8,108,800
OT 0001-00	General	0.00	221,000	0	0	0	0	221,000
0276-00	Dedicated	20.15	1,455,800	483,700	0	0	0	1,939,500
OT 0276-00	Dedicated	0.00	48,600	0	0	0	0	48,600
0338-01	Dedicated	0.10	13,800	24,400	0	0	0	38,200
0338-02	Dedicated	23.05	1,688,400	345,500	0	0	0	2,033,900
OT 0338-02	Dedicated	0.00	49,300	0	0	0	0	49,300
0348-00	Federal	0.00	0	8,000	0	0	0	8,000
Total		142.35	10,511,100	1,936,200	0	0	0	12,447,300
FY 2017 Total Appropriation								
0001-00	General	99.05	7,034,200	1,074,600	0	0	0	8,108,800
OT 0001-00	General	0.00	221,000	0	0	0	0	221,000
0276-00	Dedicated	20.15	1,455,800	483,700	0	0	0	1,939,500
OT 0276-00	Dedicated	0.00	48,600	0	0	0	0	48,600
0338-01	Dedicated	0.10	13,800	24,400	0	0	0	38,200
0338-02	Dedicated	23.05	1,688,400	345,500	0	0	0	2,033,900
OT 0338-02	Dedicated	0.00	49,300	0	0	0	0	49,300
0348-00	Federal	0.00	0	8,000	0	0	0	8,000
Total		142.35	10,511,100	1,936,200	0	0	0	12,447,300
FY 2017 Estimated Expenditures								
0001-00	General	99.05	7,034,200	1,074,600	0	0	0	8,108,800
OT 0001-00	General	0.00	221,000	0	0	0	0	221,000
0276-00	Dedicated	20.15	1,455,800	483,700	0	0	0	1,939,500
OT 0276-00	Dedicated	0.00	48,600	0	0	0	0	48,600
0338-01	Dedicated	0.10	13,800	24,400	0	0	0	38,200
0338-02	Dedicated	23.05	1,688,400	345,500	0	0	0	2,033,900
OT 0338-02	Dedicated	0.00	49,300	0	0	0	0	49,300
0348-00	Federal	0.00	0	8,000	0	0	0	8,000
Total		142.35	10,511,100	1,936,200	0	0	0	12,447,300

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 20 - Audit

		<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>
Base Adjustments								
8.32 Transfer Between Programs								
Transfer position from General Services Division to Audit Division to align with changes made in FY2017 budget where an Admin Assistant position was given up in exchange for a new AG position. FTP only transfer.								
0001-00	General	1.00	0	0	0	0	0	0
Total		1.00	0	0	0	0	0	0
8.41 Removal of One-Time Expenditures								
OT 0001-00	General	0.00	(221,000)	0	0	0	0	(221,000)
OT 0276-00	Dedicated	0.00	(48,600)	0	0	0	0	(48,600)
OT 0338-02	Dedicated	0.00	(49,300)	0	0	0	0	(49,300)
Total		0.00	(318,900)	0	0	0	0	(318,900)
FY 2018 Base								
0001-00	General	100.05	7,034,200	1,074,600	0	0	0	8,108,800
OT 0001-00	General	0.00	0	0	0	0	0	0
0276-00	Dedicated	20.15	1,455,800	483,700	0	0	0	1,939,500
OT 0276-00	Dedicated	0.00	0	0	0	0	0	0
0338-01	Dedicated	0.10	13,800	24,400	0	0	0	38,200
0338-02	Dedicated	23.05	1,688,400	345,500	0	0	0	2,033,900
OT 0338-02	Dedicated	0.00	0	0	0	0	0	0
0348-00	Federal	0.00	0	8,000	0	0	0	8,000
Total		143.35	10,192,200	1,936,200	0	0	0	12,128,400
Program Maintenance								
10.11 Change in Health Benefit Costs								
10% increase in employer provided health care costs. New cost is \$13,460 per employee								
0001-00	General	0.00	121,400	0	0	0	0	121,400
0276-00	Dedicated	0.00	22,700	0	0	0	0	22,700
0338-01	Dedicated	0.00	100	0	0	0	0	100
0338-02	Dedicated	0.00	28,900	0	0	0	0	28,900
Total		0.00	173,100	0	0	0	0	173,100
10.61 Salary Multiplier - Regular Employees								
1.0% placeholder per budget instructions.								
0001-00	General	0.00	56,600	0	0	0	0	56,600
0276-00	Dedicated	0.00	12,000	0	0	0	0	12,000
0338-02	Dedicated	0.00	13,300	0	0	0	0	13,300
Total		0.00	81,900	0	0	0	0	81,900

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 20 - Audit

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
10.62 Salary Multiplier - Group and Temporary							
1.0% placeholder per budget instructions							
0001-00 General	0.00	1,500	0	0	0	0	1,500
0276-00 Dedicated	0.00	100	0	0	0	0	100
0338-02 Dedicated	0.00	300	0	0	0	0	300
Total	0.00	1,900	0	0	0	0	1,900

FY 2018 Total Maintenance

0001-00 General	100.05	7,213,700	1,074,600	0	0	0	8,288,300
OT 0001-00 General	0.00	0	0	0	0	0	0
0276-00 Dedicated	20.15	1,490,600	483,700	0	0	0	1,974,300
OT 0276-00 Dedicated	0.00	0	0	0	0	0	0
0338-01 Dedicated	0.10	13,900	24,400	0	0	0	38,300
0338-02 Dedicated	23.05	1,730,900	345,500	0	0	0	2,076,400
OT 0338-02 Dedicated	0.00	0	0	0	0	0	0
0348-00 Federal	0.00	0	8,000	0	0	0	8,000
Total	143.35	10,449,100	1,936,200	0	0	0	12,385,300

Line Items

12.01 Restore Audit Positions diverted to Fraud Reduction

Request is for 3 FTP's to restore auditors in the non-filer section of Tax Discovery Bureau that previously followed leads on non-compliant taxpayers, but in the last 2 years have been diverted to following up on the continually growing incidence of tax fraud and identity theft. New software and improved processes are stabilizing this effort, but thousands of potential revenue generating leads are not pursued due to lack of resources in Audit. Potential significant revenue possible with this request, plus improved fairness for taxpayers who voluntarily file.

0001-00 General	3.00	199,600	0	0	0	0	199,600
Total	3.00	199,600	0	0	0	0	199,600

FY 2018 Total

0001-00 General	103.05	7,413,300	1,074,600	0	0	0	8,487,900
OT 0001-00 General	0.00	0	0	0	0	0	0
0276-00 Dedicated	20.15	1,490,600	483,700	0	0	0	1,974,300
OT 0276-00 Dedicated	0.00	0	0	0	0	0	0
0338-01 Dedicated	0.10	13,900	24,400	0	0	0	38,300
0338-02 Dedicated	23.05	1,730,900	345,500	0	0	0	2,076,400
OT 0338-02 Dedicated	0.00	0	0	0	0	0	0
0348-00 Federal	0.00	0	8,000	0	0	0	8,000
Total	146.35	10,648,700	1,936,200	0	0	0	12,584,900

A: Decision Unit No: 12.01		Descriptive Title: Restore Audit Positions diverted for Identify Theft / Fraud Reductio				Agency Priority Ranking 1 of 2
DESCRIPTION	General	Dedicated	Federal	Other	Total	
FULL TIME POSITIONS (FTP)	3.00	0.00			3.00	
PERSONNEL COSTS:						
1. Salaries and benefits --ongoing increase	199,600	0			199,600	
3. Group Position Funding					0	
TOTAL PERSONNEL COSTS:	199,600	0	0	0	199,600	
OPERATING EXPENDITURES by subobject						
1. Implementation consulting / add to GenTax --one-time					0	
2. Increase in annual Maintenance Costs -- ongoing		0			0	
4.					0	
TOTAL OPERATING EXPENDITURES:	0	0	0	0	0	
CAPITAL OUTLAY by subobject						
1.					0	
LUMP SUM:						
GRAND TOTAL	199,600	0	0	0	199,600	

Answers:

B: Use the financial data matrix above to summarize requested resources by fund source and by expenditure class at the summary object level.

Attach as many pages as necessary to respond to the following questions:

1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?

In addition to the one new audit position that the legislature funded for fraud reduction in the current budget, this request is to add another 3 personnel to the Audit Division non-filer unit to replace positions that have been permanently diverted over the last few years to specifically handle fraud and identity theft workload. This fiscal year alone, over 1000 fraudulent returns for more than \$1.5 million were stopped. The addition of Advanced Fraud Services Software that the state funded this fiscal year has significantly sharpened our ability to grade every return on specific criteria for potential fraud, and produced a list of thousands that need to be reviewed. This has forced us to permanently divert previously revenue generating positions into this time-consuming review and support effort. This request restores those positions. The request also includes 800 hours of time that a part-time Technical Records Specialist 1 could spend administratively to alleviate the need for full-time positions. Over 10,000 potentially revenue generating non-filer leads are not able to be pursued each tax year with the current workforce. Each additional position added would handle approximately 800 leads.

2. What resources are necessary to implement this request?

a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.

Three additional FTP's are requested at the Tax Auditor 1 level, paygrade K. The request also includes 800 hours of time that a part-time Technical Records Specialist 1, paygrade H, could spend administratively to alleviate the need for full-time positions.

b. Note any existing agency human resources that will be redirected to this new effort and how existing operations will be impacted.

Personnel currently diverted to fraud reduction will continue, while these newly requested positions will perform revenue generating duties.

c. List any additional operating funds and capital items needed.

None requested.

3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.)

Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.

This effort effects primarily individual income tax returns. As this revenue is nearly all distributed to the general fund, the general fund is appropriate for this request.

4. Who is being served by this request and what are the expected impacts of the funding requested. If this request is not funded who and what are impacted.

All taxpayers of Idaho are served by the agency's ability to reduce or prevent fraud. Positions diverted from revenue generating functions to fraud prevention remain needed and must continue. Any citizen who has dealt with the serious, time-consuming battle of re-establishing credentials and well-being after an identity theft will gladly testify to the importance of this effort. This request benefits all citizens by restoring positions that not only generate significant general fund revenue, but help assure taxpayers that fairness is a key focus of the agency. Fairness requires that those who do not voluntarily file their returns are contacted, encouraged to comply with Idaho law, and are subject to the consequences of their actions.

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Audit Division	Budget Unit:	TAAB
		Fiscal Year:	2018
Original Request Date:		Fund Name:	General
Revision Date:		Fund Number:	0001-00
	Revision #:	Budget Submission Page #	of

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	93.39	4,603,764	1,151,931	967,023	6,722,718	(170,510)	115,057	0	115,057
		Board & Group Positions	2		142,734	0	11,879	154,612				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		93.39	4,746,498	1,151,931	978,901	6,877,330		115,057	0	115,057
FY 2017 ORIGINAL APPROPRIATION					7,255,200	99.05	5,007,291	1,215,223		1,032,686		7,255,200
Unadjusted Over or (Under) Funded:			Est Difference		5.66	260,793	63,292	53,785		377,870		
										Calculated overfunding is 5.2% of Original Appropriation		
1728	04336	Tax Auditor 2	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
1753	04336	Tax Auditor 2	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
1812	04332	Tax Audit Manager	1	1.00	60,415	12,240	12,694	85,349		1,220	0	1,220
2408	04336	Tax Auditor 2	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
2427	04336	Tax Auditor 2	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
2428	04336	Tax Auditor 2	1	0.66	31,933	8,078	6,710	46,721		805	0	805
Other Adjustments:												
		Normal vacancies to cover shortfall	1	(0.50)	(25,900)	(6,059)	(5,442)	(37,401)		(604)	0	(604)
		Retain FTP's reflected on above line	1	0.50	0	0	0	0		0	0	0
Estimated Salary Needs:												
		Permanent Positions	1	99.05	4,863,749	1,215,151	1,021,648	7,100,547		121,358	0	121,358
		Board & Group Positions	2	0.00	142,734	0	11,879	154,612			0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		99.05	5,006,482	1,215,151	1,033,526	7,255,159		121,358	0	121,358
Adjusted Over or (Under) Funding:			Orig. Approp		0.00	0	0	0		Calculated underfunding is 0% of Original Appropriation		
			Est. Expend		0.00	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
			Base		1.00	0	0	0		Calculated underfunding is 0% 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	7,255,200	99.05	5,006,510	1,215,157	1,033,532	7,255,200				
	Rounded Appropriation		99.05	5,006,500	1,215,200	1,033,500	7,255,200				
4.11	Appropriation Adjustments:										
4.31	Reappropriation		0.00	0	0	0	0				
	Supplemental		0.00	0	0	0	0				0
5.00	FY 2017 TOTAL APPROPRIATION		99.05	5,006,500	1,215,200	1,033,500	7,255,200				
6.31	Expenditure Adjustments:										
6.51	FTP or Fund Adjustment		0.00	0	0	0	0				0
	Transfer Between Programs		0.00	0	0	0	0				0
7.00	FY 2017 ESTIMATED EXPENDITURES		99.05	5,006,500	1,215,200	1,033,500	7,255,200				
8.32	Base Adjustments:										
8.41	Transfer Between Programs		1.00	0	0	0	0				0
8.51	Removal of One-Time Expenditures		0.00	(182,600)	0	(38,400)	(221,000)				0
	Base Reduction		0.00	0	0	0	0				0
9.00	FY 2018 BASE		100.05	4,823,900	1,215,200	995,100	7,034,200				
10.11	Change in Health Benefit Costs				121,400		121,400				

FORM B6: WAGE & SALARY RECONCILIATION

10.12	Change in Variable Benefits Costs					0	0
	Subtotal CEC Base:	Indicator Code	100.05	4,823,900	1,336,600	995,100	7,155,600
10.51	Annualization			0	0	0	0
10.61	CEC for Permanent Positions	1.00%		46,800		9,800	56,600
10.62	CEC for Group Positions	1.00%		1,400		100	1,500
10.63	CEC for Elected Officials & Commissioners			0		0	0
11.00	FY 2018 PROGRAM MAINTENANCE		100.05	4,872,100	1,336,600	1,005,000	7,213,700
	Line Items:						
12.01	Resources diverted to Fraud Reduction	1	3.00	132,600	40,400	26,600	199,600
13.00	FY 2018 TOTAL REQUEST		103.05	5,004,700	1,377,000	1,031,600	7,413,300

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Audit Division	Budget Unit:	TAAF
		Fiscal Year:	2018
Original Request Date:		Fund Name:	Multistate Tax Compact
Revision Date:		Fund Number:	0276-00
	Revision #:	Budget Submission Page #	of

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	17.00	966,222	208,080	203,013	1,377,315	(35,786)	20,740	0	20,740
		Board & Group Positions	2		14,014	0	1,206	15,220				
		Elected Officials & Full Time Commissioners	3	0.15	14,008	1,836	2,788	18,633		183	0	183
		TOTAL FROM WSR		17.15	994,244	209,916	207,007	1,411,167		20,923	0	20,923
		FY 2017 ORIGINAL APPROPRIATION			1,504,400	20.15	1,059,932	223,785	220,684	1,504,400		
		Unadjusted Over or (Under) Funded:	Est Difference	3.00	65,687	13,869	13,677	93,233				
		Calculated overfunding is 6.2% of Original Appropriation										
		Retire Cd	Adjustment Description / Position Title									
1630	04336	Tax Auditor 2	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
2704	04336	Tax Auditor 2 (vacant under general fund)	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
3153	04338	Tax Auditor 1 (vacant under general fund)	1	1.00	42,854	12,240	9,004	64,098		1,220	0	1,220
		Other Adjustments:										
		Transfer expense from MTC fund to 0338-01	2	0.00	(1,300)	0	(105)	(1,405)		0	0	0
		Normal vacancies to cover shortfall	1	(1.53)	(76,300)	(18,727)	(16,031)	(111,059)		(1,867)	0	(1,867)
		Retain FTP's reflected on above line	1	1.53	0	0	0	0		0	0	0
		Estimated Salary Needs:										
		Permanent Positions	1	20.00	1,029,544	226,073	216,317	1,471,934		22,533	0	22,533
		Board & Group Positions	2	0.00	12,714	0	1,101	13,815			0	0
		Elected Officials & Full Time Commissioners	3	0.15	14,008	1,836	2,788	18,633		183	0	183
		Estimated Salary and Benefits		20.15	1,056,266	227,909	220,207	1,504,382		22,716	0	22,716
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	0	0	0	0		Calculated underfunding is 0% of Original Appropriation		
			Est. Expend	0.00	0	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
			Base	0.00	0	0	0	0		Calculated underfunding is 0% of the Base		

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	1,504,400	20.15	1,056,279	227,912	220,210	1,504,400				
	Rounded Appropriation		20.15	1,056,300	227,900	220,200	1,504,400				
5.00	FY 2017 TOTAL APPROPRIATION		20.15	1,056,300	227,900	220,200	1,504,400				
7.00	FY 2017 ESTIMATED EXPENDITURES		20.15	1,056,300	227,900	220,200	1,504,400				
	Base Adjustments:										
8.41	Removal of One-Time Expenditures		0.00	(40,200)	0	(8,400)	(48,600)				0
9.00	FY 2018 BASE		FTP	FY 18 Salary	FY18 Health Ben	FY 18 Var Ben	FY 2018 Total				
			20.15	1,016,100	227,900	211,800	1,455,800				
10.11	Change in Health Benefit Costs				22,700		22,700				
10.12	Change in Variable Benefits Costs					0	0				
	Subtotal CEC Base:	Indicator Code	20.15	1,016,100	250,600	211,800	1,478,500				
10.51	Annualization			0	0	0	0				
10.61	CEC for Permanent Positions	1.00%		9,900		2,100	12,000				
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		20.15	1,026,100	250,600	213,900	1,490,600				
13.00	FY 2018 TOTAL REQUEST		20.15	1,026,100	250,600	213,900	1,490,600				

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Audit Division	Budget Unit:	TAAB
		Fiscal Year:	2018
Original Request Date:		Fund Name:	Administration and Accounting
Revision Date:		Fund Number:	0338-01
	Revision #:	Budget Submission Page #	of

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	0.00	0	0	0	0	0	0	0	0
		Board & Group Positions	2		0	0	0	0				
		Elected Officials & Full Time Commissioners	3	0.10	9,339	1,224	1,859	12,422		122	0	122
		TOTAL FROM WSR		0.10	9,339	1,224	1,859	12,422		122	0	122
		FY 2017 ORIGINAL APPROPRIATION		0.10	10,375	1,360	2,065	13,800				
		Unadjusted Over or (Under) Funded:	Est Difference	0.00	1,036	136	206	1,378				
Other Adjustments:												
		Transfer expense from MTC fund to 0338-01	2	0.00	1,300	0	105	1,405		0	0	0
Estimated Salary Needs:												
		Permanent Positions	1	0.00	0	0	0	0		0	0	0
		Board & Group Positions	2	0.00	1,300	0	105	1,405		0	0	0
		Elected Officials & Full Time Commissioners	3	0.10	9,339	1,224	1,859	12,422		122	0	122
		Estimated Salary and Benefits		0.10	10,639	1,224	1,964	13,827		122	0	122
Adjusted Over or (Under) Funding:												
		Orig. Approp		0.00	0	0	0	0		Calculated underfunding is 0% of Original Appropriation		
		Est. Expend		0.00	0	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
		Base		0.00	0	0	0	0		Calculated underfunding is 0% 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	13,800	0.10	10,618	1,222	1,960	13,800			
	Rounded Appropriation		0.10	10,600	1,200	2,000	13,800			
5.00	FY 2017 TOTAL APPROPRIATION		0.10	10,600	1,200	2,000	13,800			
7.00	FY 2017 ESTIMATED EXPENDITURES		0.10	10,600	1,200	2,000	13,800			
9.00	FY 2018 BASE		0.10	10,600	1,200	2,000	13,800			
10.11	Change in Health Benefit Costs				100		100			
10.12	Change in Variable Benefits Costs					0	0			
	Subtotal CEC Base:	Indicator Code	0.10	10,600	1,300	2,000	13,900			
10.51	Annualization			0	0	0	0			
10.61	CEC for Permanent Positions	1.00%		0		0	0			
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		0.10	10,600	1,300	2,000	13,900			
13.00	FY 2018 TOTAL REQUEST		0.10	10,600	1,300	2,000	13,900			

Agency/Department: Department of Revenue and Taxation	Agency Number: 352
Function/Division: State Tax Commission	Function/Activity Number:
Activity/Program: Audit Division	Budget Unit: TAAB
	Fiscal Year: 2018
Original Request Date: _____	Fund Name: Administration Services for Transportation
Revision Date: _____	Fund Number: 0338-02
Revision #: _____	Budget Submission Page # _____ of _____

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	20.08	931,570	251,067	195,684	1,378,320	(34,503)	25,265	0	25,265
		Board & Group Positions	2		28,038	0	12,392	40,430				
		Elected Officials & Full Time Commissioners	3	0.10	9,339	1,224	1,859	12,422		122	0	122
		TOTAL FROM WSR		20.18	968,947	252,291	209,935	1,431,173		25,387	0	25,387
		FY 2017 ORIGINAL APPROPRIATION			1,737,700	306,326	254,899	1,737,700				
		Unadjusted Over or (Under) Funded:	Est Difference	2.88	207,528	54,035	44,964	306,527				Calculated overfunding is 17.6% of Original Appropriation
		Retire Cd	Adjustment Description / Position Title									
1735	04336	Tax Auditor 2	1	1.00	48,384	12,240	10,166	70,790		1,220	0	1,220
2600	04334	Tax Auditor 3	1	1.00	54,691	12,240	11,491	78,422		1,220	0	1,220
2530	04336	Tax Auditor 2 (vacant under general fund)	1	0.88	42,578	10,771	8,946	62,295		1,074	0	1,074
				0.00	0	0	0	0		0	0	0
		Other Adjustments:										
		Normal vacancies to cover shortfall	1	0.00	0	0	0	0		0	0	0
		Retain FTP's reflected on above line	1	0.00	0	0	0	0		0	0	0
		Estimated Salary Needs:										
		Permanent Positions	1	22.96	1,077,223	286,318	226,287	1,589,828		28,779	0	28,779
		Board & Group Positions	2	0.00	28,038	0	12,392	40,430		0	0	0
		Elected Officials & Full Time Commissioners	3	0.10	9,339	1,224	1,859	12,422		122	0	122
		Estimated Salary and Benefits		23.06	1,114,600	287,542	240,538	1,642,680		28,901	0	28,901
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	64,500	16,600	13,900	95,000				Calculated overfunding is 5.5% of Original Appropriation
			Est. Expend	0.00	64,500	16,700	14,000	95,200				Calculated overfunding is 5.5% of Estimated Expenditures
			Base	0.00	64,500	16,700	14,000	95,200				Calculated overfunding is 5.6% of the Base
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	1,737,700	23.05	1,179,073	304,175	254,452	1,737,700				
		Rounded Appropriation		23.05	1,179,100	304,200	254,500	1,737,700				
5.00		FY 2017 TOTAL APPROPRIATION		23.05	1,179,100	304,200	254,500	1,737,700				
7.00		FY 2017 ESTIMATED EXPENDITURES		23.05	1,179,100	304,200	254,500	1,737,700				
		Base Adjustments:										
8.41		Removal of One-Time Expenditures		0.00	(40,700)	0	(8,800)	(49,500)				0
9.00		FY 2018 BASE		23.05	1,138,400	304,200	245,900	1,688,400				
10.11		Change in Health Benefit Costs				28,900		28,900				
10.12		Change in Variable Benefits Costs					0	0				
		Subtotal CEC Base:	Indicator Code	23.05	1,138,400	333,100	245,900	1,717,300				
10.51		Annualization			0	0	0	0				
10.61		CEC for Permanent Positions	1.00%		11,000		2,300	13,300				
10.62		CEC for Group Positions	1.00%		300		0	300				
10.63		CEC for Elected Officials & Commissioners			0		0	0				
11.00		FY 2018 PROGRAM MAINTENANCE		23.05	1,149,700	333,100	248,200	1,730,900				
13.00		FY 2018 TOTAL REQUEST		23.05	1,149,700	333,100	248,200	1,730,900				

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 24 - Collection

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2016 Total Appropriation								
1.00 FY 2016 Total Appropriation								
SB 1165								
0001-00	General	118.00	6,487,900	989,900	0	0	0	7,477,800
0338-02	Dedicated	3.00	183,100	22,600	0	0	0	205,700
	Total	121.00	6,671,000	1,012,500	0	0	0	7,683,500
1.21 Net Object Transfers								
0001-00	General	0.00	(35,000)	0	35,000	0	0	0
	Total	0.00	(35,000)	0	35,000	0	0	0
1.31 Net Transfers Between Programs								
0001-00	General	0.00	0	0	(35,000)	0	0	(35,000)
	Total	0.00	0	0	(35,000)	0	0	(35,000)
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	(11,300)	(100)	0	0	0	(11,400)
0338-02	Dedicated	0.00	0	(1,000)	0	0	0	(1,000)
	Total	0.00	(11,300)	(1,100)	0	0	0	(12,400)
FY 2016 Actual Expenditures								
0001-00	General	118.00	6,441,600	989,800	0	0	0	7,431,400
0338-02	Dedicated	3.00	183,100	21,600	0	0	0	204,700
	Total	121.00	6,624,700	1,011,400	0	0	0	7,636,100
FY 2017 Original Appropriation								
3.00 FY 2017 Original Appropriation								
HB 589								
0001-00	General	118.00	6,757,000	989,900	0	0	0	7,746,900
OT 0001-00	General	0.00	211,400	0	0	0	0	211,400
0338-02	Dedicated	3.00	190,600	22,600	0	0	0	213,200
OT 0338-02	Dedicated	0.00	6,700	0	0	0	0	6,700
	Total	121.00	7,165,700	1,012,500	0	0	0	8,178,200
FY 2017 Total Appropriation								
0001-00	General	118.00	6,757,000	989,900	0	0	0	7,746,900
OT 0001-00	General	0.00	211,400	0	0	0	0	211,400
0338-02	Dedicated	3.00	190,600	22,600	0	0	0	213,200
OT 0338-02	Dedicated	0.00	6,700	0	0	0	0	6,700
	Total	121.00	7,165,700	1,012,500	0	0	0	8,178,200

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 24 - Collection

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
FY 2017 Estimated Expenditures							
0001-00 General	118.00	6,757,000	989,900	0	0	0	7,746,900
OT 0001-00 General	0.00	211,400	0	0	0	0	211,400
0338-02 Dedicated	3.00	190,600	22,600	0	0	0	213,200
OT 0338-02 Dedicated	0.00	6,700	0	0	0	0	6,700
Total	121.00	7,165,700	1,012,500	0	0	0	8,178,200
Base Adjustments							
8.31 Transfer Between Programs							
Transfer positions from Collection Division to combine taxpayer services efforts with Communications and Tax Policy staff in new Taxpayer Resources program aimed at improving customer service to taxpayers.							
0001-00 General	-11.00	(718,500)	0	0	0	0	(718,500)
Total	-11.00	(718,500)	0	0	0	0	(718,500)
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(211,400)	0	0	0	0	(211,400)
OT 0338-02 Dedicated	0.00	(6,700)	0	0	0	0	(6,700)
Total	0.00	(218,100)	0	0	0	0	(218,100)
FY 2018 Base							
0001-00 General	107.00	6,038,500	989,900	0	0	0	7,028,400
OT 0001-00 General	0.00	0	0	0	0	0	0
0338-02 Dedicated	3.00	190,600	22,600	0	0	0	213,200
OT 0338-02 Dedicated	0.00	0	0	0	0	0	0
Total	110.00	6,229,100	1,012,500	0	0	0	7,241,600
Program Maintenance							
10.11 Change in Health Benefit Costs							
10% increase in employer provided health care costs. New cost is \$13,460 per employee.							
0001-00 General	0.00	137,400	0	0	0	0	137,400
0338-02 Dedicated	0.00	3,700	0	0	0	0	3,700
Total	0.00	141,100	0	0	0	0	141,100
10.23 Contract Inflation							
Increase in state lease charges for offices in Lewiston and Idaho Falls.							
0001-00 General	0.00	0	8,000	0	0	0	8,000
0338-02 Dedicated	0.00	0	900	0	0	0	900
Total	0.00	0	8,900	0	0	0	8,900

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 24 - Collection

		<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>
10.61 Salary Multiplier - Regular Employees								
1.0% placeholder per standard budget instructions.								
0001-00	General	0.00	46,500	0	0	0	0	46,500
0338-02	Dedicated	0.00	1,500	0	0	0	0	1,500
Total		0.00	48,000	0	0	0	0	48,000
10.62 Salary Multiplier - Group and Temporary								
1.0% placeholder increase per budget instructions.								
0001-00	General	0.00	1,500	0	0	0	0	1,500
Total		0.00	1,500	0	0	0	0	1,500
FY 2018 Total Maintenance								
0001-00	General	107.00	6,223,900	999,900	0	0	0	7,223,800
OT 0001-00	General	0.00	0	0	0	0	0	0
0338-02	Dedicated	3.00	195,800	23,800	0	0	0	219,600
OT 0338-02	Dedicated	0.00	0	0	0	0	0	0
Total		110.00	6,419,700	1,023,700	0	0	0	7,443,400
FY 2018 Total								
0001-00	General	107.00	6,223,900	999,900	0	0	0	7,223,800
OT 0001-00	General	0.00	0	0	0	0	0	0
0338-02	Dedicated	3.00	195,800	23,800	0	0	0	219,600
OT 0338-02	Dedicated	0.00	0	0	0	0	0	0
Total		110.00	6,419,700	1,023,700	0	0	0	7,443,400

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Collections Division	Budget Unit:	TACA
		Fiscal Year:	2018
Original Request Date:		Fund Name:	General
Revision Date:	Revision #:	Fund Number:	0001-00
		Budget Submission Page #	of

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	112.50	4,542,963	1,383,879	954,243	6,881,085	(168,258)	138,176	0	138,176
		Board & Group Positions	2		141,573	0	12,052	153,626				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		112.50	4,684,536	1,383,879	966,295	7,034,710		138,176	0	138,176
		FY 2017 ORIGINAL APPROPRIATION		6,968,400	118.00	4,640,379	1,370,834	957,187	6,968,400	Calculated underfunding is (1.0%) of Original Appropriation		
		Unadjusted Over or (Under) Funded:		Est Difference	5.50	(44,167)	(13,045)	(9,108)	(66,310)			
		Adjustments to Wage & Salary:										
		Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:										
		Retire Cd	Adjustment Description / Position Title									
3303	04348	Taxpayer Services Representative	1	1.00	33,912	12,240	7,125	53,277		1,220	0	1,220
3342	01103	Technical Records Specialist	1	1.00	33,912	12,240	7,125	53,277		1,220	0	1,220
3351	01103	Technical Records Specialist	1	1.00	33,912	12,240	7,125	53,277		1,220	0	1,220
3362	01130	Account Collection Specialist	1	1.00	29,052	12,240	6,104	47,396		1,220	0	1,220
3363	01103	Technical Records Specialist	1	1.00	33,912	12,240	7,125	53,277		1,220	0	1,220
		01103	1	0.50	16,956	6,120	3,563	26,639		610	0	610
		Other Adjustments:										
		Normal vacancies to cover shortfall	1	(6.14)	(230,000)	(75,154)	(48,325)	(353,479)		(7,491)	0	(7,491)
		Retain FTP's reflected on above line	1	6.14	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	118.00	4,494,619	1,376,045	944,085	6,814,750		137,395	0	137,395
		Board & Group Positions	2	0.00	141,573	0	12,052	153,626			0	
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		118.00	4,636,192	1,376,045	956,138	6,968,375		137,395	0	137,395
		Adjusted Over or (Under) Funding:		Orig. Approp	0.00	0	0	0	Calculated underfunding is 0% of Original Appropriation			
				Est. Expend	0.00	0	100	100	Calculated overfunding is .0% of Estimated Expenditures			
				Base	(11.00)	(478,400)	(148,000)	(92,000)	Calculated underfunding is (11.9%) of the Base			
Personnel Cost Reconciliation - Relation to Zero Variance ---->										You may not have sufficient funding or authorized FTP, and may need to make additional adjustments to finalize this form. Please contact both your DFM and LSO analysts.		

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	6,968,400	118.00	4,636,208	1,376,050	956,141	6,968,400			
	Rounded Appropriation		118.00	4,636,200	1,376,100	956,100	6,968,400			
	Appropriation Adjustments:									
4.11	Reappropriation		0.00	0	0	0	0			
4.31	Supplemental		0.00	0	0	0	0			0
5.00	FY 2017 TOTAL APPROPRIATION		118.00	4,636,200	1,376,100	956,100	6,968,400			
	Expenditure Adjustments:									
6.31	FTP or Fund Adjustment		0.00	0	0	0	0			0
6.51	Transfer Between Programs		0.00	0	0	0	0			0
7.00	FY 2017 ESTIMATED EXPENDITURES		118.00	4,636,200	1,376,100	956,100	6,968,400			

FORM B6: WAGE & SALARY RECONCILIATION

Base Adjustments:										
8.31	Transfer Between Programs		(11.00)	(478,400)	(148,100)	(92,000)	(718,500)			0
8.41	Removal of One-Time Expenditures		0.00	(174,700)	0	(38,700)	(211,400)			0
8.51	Base Reduction		0.00	0	0	0	0			0
9.00	FY 2018 BASE		107.00	3,983,100	1,228,000	827,400	6,038,500			
10.11	Change in Health Benefit Costs				137,400		137,400			
10.12	Change in Variable Benefits Costs					0	0			
	Subtotal CEC Base:	Indicator Code	107.00	3,983,100	1,365,400	827,400	6,175,900			
10.51	Annualization			0	0	0	0			
10.61	CEC for Permanent Positions	1.00%		38,400		8,100	46,500			
10.62	CEC for Group Positions	1.00%		1,400		100	1,500			
10.63	CEC for Elected Officials & Commissioners			0		0	0			
11.00	FY 2018 PROGRAM MAINTENANCE		107.00	4,022,900	1,365,400	835,600	6,223,900			
	Line Items:									
12.01										0
12.02										0
12.03										0
13.00	FY 2018 TOTAL REQUEST		107.00	4,022,900	1,365,400	835,600	6,223,900			

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Collections Division	Budget Unit:	TACA
		Fiscal Year:	2018
Original Request Date:		Fund Name:	Administration Services for Transportation
Revision Date:	Revision #:	Fund Number:	0338-02
		Budget Submission Page #	of

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	2.75	112,156	33,660	23,565	169,381	(4,154)	3,355	0	3,355
		Board & Group Positions	2		0	0	0	0				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		2.75	112,156	33,660	23,565	169,381		3,355	0	3,355
		FY 2017 ORIGINAL APPROPRIATION			197,300	39,208	27,449	197,300				
		Unadjusted Over or (Under) Funded:	Est Difference	0.25	18,487	5,548	3,884	27,919		Calculated overfunding is 14.2% of Original Appropriation		
		Retire Cd	Adjustment Description / Position Title									
	01103	Technical Records Specialist--re-establish	1	0.25	8,478	3,060	1,781	13,319		305	0	305
Estimated Salary Needs:												
		Permanent Positions	1	3.00	120,634	36,720	25,346	182,700		3,660	0	3,660
		Board & Group Positions	2	0.00	0	0	0	0		0	0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		3.00	120,634	36,720	25,346	182,700		3,660	0	3,660
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	9,600	2,900	2,000	14,500	Calculated overfunding is 7.3% of Original Appropriation			
			Est. Expend	0.00	9,700	3,000	2,100	14,800	Calculated overfunding is 7.5% of Estimated Expenditures			
			Base	0.00	9,700	3,000	2,100	14,800	Calculated overfunding is 7.8% 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	197,300	3.00	130,274	39,654	27,372	197,300				
	Rounded Appropriation		3.00	130,300	39,700	27,400	197,300				
5.00	FY 2017 TOTAL APPROPRIATION		3.00	130,300	39,700	27,400	197,300				
7.00	FY 2017 ESTIMATED EXPENDITURES		3.00	130,300	39,700	27,400	197,300				
	Base Adjustments:										
8.31	Transfer Between Programs		0.00	0	0	0	0				0
8.41	Removal of One-Time Expenditures		0.00	(5,500)	0	(1,200)	(6,700)				0
8.51	Base Reduction		0.00	0	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	124,800	39,700	26,200	190,600				
10.11	Change in Health Benefit Costs				3,700	0	3,700				
10.12	Change in Variable Benefits Costs					0	0				
	Subtotal CEC Base:	Indicator Code	3.00	124,800	43,400	26,200	194,300				
10.51	Annualization			0	0	0	0				
10.61	CEC for Permanent Positions	1.00%		1,200		300	1,500				
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	126,000	43,400	26,500	195,800				
13.00	FY 2018 TOTAL REQUEST		3.00	126,000	43,400	26,500	195,800				

No general inflation is requested. Part A and B therefore blank.

Part C Contract (identify who and what)	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Est. Exp.	Contract Date	Term of Contract (Year x of x)	FY 2018 Contractual % Change	FY 2018 Total	DU 10.23 Increase
State lease --Idaho Falls	26,642	26,642	26,642	26,642	26,642	7/1/17	Ongoing	9.98%	29,301	2,600
State lease --Lewiston	27,526	27,526	27,526	27,526	27,526	7/2/17	Ongoing	22.85%	33,815	6,300
Subtotal	54,168	54,168	54,168	54,168	54,168				63,116	8,900
Total	54,168	54,168	54,168	54,168	54,168				63,116	8,900
FundSource										
General	48,800	48,800	48,800	48,800	48,800				56,800	8,000
Dedicated	5,368	5,368	5,368	5,368	5,368				6,316	900
Federal										
Total	54,168	54,168	54,168	54,168	54,168				63,116	8,900

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Request is for Collection Division in FY2018 due to nature of expenses.

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 30 - Revenue Operations

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
FY 2016 Total Appropriation								
1.00 FY 2016 Total Appropriation								
SB 1165								
0001-00	General	68.15	3,804,900	1,615,500	353,600	0	0	5,774,000
0276-00	Dedicated	0.00	0	10,300	20,800	0	0	31,100
0338-01	Dedicated	0.30	86,400	33,100	0	0	0	119,500
0338-02	Dedicated	11.55	597,100	266,800	43,900	0	0	907,800
0401-00	Other	0.00	0	26,400	0	0	0	26,400
Total		80.00	4,488,400	1,962,100	418,300	0	0	6,858,800
1.31 Net Transfers Between Programs								
0001-00	General	0.00	165,600	0	35,000	0	0	200,600
Total		0.00	165,600	0	35,000	0	0	200,600
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	0	(35,500)	0	0	0	(35,500)
0276-00	Dedicated	0.00	0	(300)	0	0	0	(300)
0338-01	Dedicated	0.00	(24,900)	(1,900)	0	0	0	(26,800)
0338-02	Dedicated	0.00	0	(9,100)	0	0	0	(9,100)
0401-00	Other	0.00	0	(800)	0	0	0	(800)
Total		0.00	(24,900)	(47,600)	0	0	0	(72,500)
FY 2016 Actual Expenditures								
0001-00	General	68.15	3,970,500	1,580,000	388,600	0	0	5,939,100
0276-00	Dedicated	0.00	0	10,000	20,800	0	0	30,800
0338-01	Dedicated	0.30	61,500	31,200	0	0	0	92,700
0338-02	Dedicated	11.55	597,100	257,700	43,900	0	0	898,700
0401-00	Other	0.00	0	25,600	0	0	0	25,600
Total		80.00	4,629,100	1,904,500	453,300	0	0	6,986,900

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 30 - Revenue Operations

		<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 2017 Original Appropriation								
3.00 FY 2017 Original Appropriation								
HB 589								
0001-00	General	69.15	4,001,000	1,634,300	0	0	0	5,635,300
OT 0001-00	General	0.00	112,400	45,000	0	0	0	157,400
0276-00	Dedicated	0.00	0	4,000	0	0	0	4,000
OT 0276-00	Dedicated	0.00	0	0	0	0	0	0
0338-01	Dedicated	0.30	87,000	33,100	0	0	0	120,100
OT 0338-01	Dedicated	0.00	200	0	0	0	0	200
0338-02	Dedicated	11.55	622,400	254,300	2,300	0	0	879,000
OT 0338-02	Dedicated	0.00	19,200	5,000	0	0	0	24,200
0401-00	Other	0.00	0	26,400	0	0	0	26,400
Total		81.00	4,842,200	2,002,100	2,300	0	0	6,846,600
FY 2017 Total Appropriation								
0001-00	General	69.15	4,001,000	1,634,300	0	0	0	5,635,300
OT 0001-00	General	0.00	112,400	45,000	0	0	0	157,400
0276-00	Dedicated	0.00	0	4,000	0	0	0	4,000
OT 0276-00	Dedicated	0.00	0	0	0	0	0	0
0338-01	Dedicated	0.30	87,000	33,100	0	0	0	120,100
OT 0338-01	Dedicated	0.00	200	0	0	0	0	200
0338-02	Dedicated	11.55	622,400	254,300	2,300	0	0	879,000
OT 0338-02	Dedicated	0.00	19,200	5,000	0	0	0	24,200
0401-00	Other	0.00	0	26,400	0	0	0	26,400
Total		81.00	4,842,200	2,002,100	2,300	0	0	6,846,600
FY 2017 Estimated Expenditures								
0001-00	General	69.15	4,001,000	1,634,300	0	0	0	5,635,300
OT 0001-00	General	0.00	112,400	45,000	0	0	0	157,400
0276-00	Dedicated	0.00	0	4,000	0	0	0	4,000
OT 0276-00	Dedicated	0.00	0	0	0	0	0	0
0338-01	Dedicated	0.30	87,000	33,100	0	0	0	120,100
OT 0338-01	Dedicated	0.00	200	0	0	0	0	200
0338-02	Dedicated	11.55	622,400	254,300	2,300	0	0	879,000
OT 0338-02	Dedicated	0.00	19,200	5,000	0	0	0	24,200
0401-00	Other	0.00	0	26,400	0	0	0	26,400
Total		81.00	4,842,200	2,002,100	2,300	0	0	6,846,600

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 30 - Revenue Operations

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
Base Adjustments							
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(112,400)	(45,000)	0	0	0	(157,400)
OT 0338-01 Dedicated	0.00	(200)	0	0	0	0	(200)
OT 0338-02 Dedicated	0.00	(19,200)	(5,000)	0	0	0	(24,200)
Total	0.00	(131,800)	(50,000)	0	0	0	(181,800)
FY 2018 Base							
0001-00 General	69.15	4,001,000	1,634,300	0	0	0	5,635,300
OT 0001-00 General	0.00	0	0	0	0	0	0
0276-00 Dedicated	0.00	0	4,000	0	0	0	4,000
OT 0276-00 Dedicated	0.00	0	0	0	0	0	0
0338-01 Dedicated	0.30	87,000	33,100	0	0	0	120,100
OT 0338-01 Dedicated	0.00	0	0	0	0	0	0
0338-02 Dedicated	11.55	622,400	254,300	2,300	0	0	879,000
OT 0338-02 Dedicated	0.00	0	0	0	0	0	0
0401-00 Other	0.00	0	26,400	0	0	0	26,400
Total	81.00	4,710,400	1,952,100	2,300	0	0	6,664,800
Program Maintenance							
10.11 Change in Health Benefit Costs							
10% increase in employer provided health care costs. New cost is \$13,460 per employee.							
0001-00 General	0.00	78,500	0	0	0	0	78,500
0338-01 Dedicated	0.00	400	0	0	0	0	400
0338-02 Dedicated	0.00	13,300	0	0	0	0	13,300
Total	0.00	92,200	0	0	0	0	92,200
10.31 Repair, Replacement Items/Alterations							
Imaging software for electronic reading of W-2 information needs modification to function properly with IRS imposed changes to redact Social Security numbers on federal W-2's.							
OT 0001-00 General	0.00	0	45,000	0	0	0	45,000
OT 0338-02 Dedicated	0.00	0	5,000	0	0	0	5,000
Total	0.00	0	50,000	0	0	0	50,000
10.61 Salary Multiplier - Regular Employees							
1.0% placeholder increase per budget instructions.							
0001-00 General	0.00	27,500	0	0	0	0	27,500
0338-01 Dedicated	0.00	100	0	0	0	0	100
0338-02 Dedicated	0.00	4,700	0	0	0	0	4,700
Total	0.00	32,300	0	0	0	0	32,300

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 30 - Revenue Operations

		<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>
10.62 Salary Multiplier - Group and Temporary								
1.0% placeholder increase per budget instructions.								
0001-00	General	0.00	4,600	0	0	0	0	4,600
0338-01	Dedicated	0.00	800	0	0	0	0	800
0338-02	Dedicated	0.00	100	0	0	0	0	100
Total		0.00	5,500	0	0	0	0	5,500
FY 2018 Total Maintenance								
0001-00	General	69.15	4,111,600	1,634,300	0	0	0	5,745,900
OT 0001-00	General	0.00	0	45,000	0	0	0	45,000
0276-00	Dedicated	0.00	0	4,000	0	0	0	4,000
OT 0276-00	Dedicated	0.00	0	0	0	0	0	0
0338-01	Dedicated	0.30	88,300	33,100	0	0	0	121,400
OT 0338-01	Dedicated	0.00	0	0	0	0	0	0
0338-02	Dedicated	11.55	640,500	254,300	2,300	0	0	897,100
OT 0338-02	Dedicated	0.00	0	5,000	0	0	0	5,000
0401-00	Other	0.00	0	26,400	0	0	0	26,400
Total		81.00	4,840,400	2,002,100	2,300	0	0	6,844,800
FY 2018 Total								
0001-00	General	69.15	4,111,600	1,634,300	0	0	0	5,745,900
OT 0001-00	General	0.00	0	45,000	0	0	0	45,000
0276-00	Dedicated	0.00	0	4,000	0	0	0	4,000
OT 0276-00	Dedicated	0.00	0	0	0	0	0	0
0338-01	Dedicated	0.30	88,300	33,100	0	0	0	121,400
OT 0338-01	Dedicated	0.00	0	0	0	0	0	0
0338-02	Dedicated	11.55	640,500	254,300	2,300	0	0	897,100
OT 0338-02	Dedicated	0.00	0	5,000	0	0	0	5,000
0401-00	Other	0.00	0	26,400	0	0	0	26,400
Total		81.00	4,840,400	2,002,100	2,300	0	0	6,844,800

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Revenue Operations	Budget Unit:	TAAC
		Fiscal Year:	2018
Original Request Date:		Fund Name:	General
Revision Date:		Fund Number:	0001-00
	Revision #:	Budget Submission Page #	of

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	65.80	2,402,253	805,392	504,498	3,712,143	(88,972)	80,276	0	80,276
		Board & Group Positions	2		461,751	0	41,455	503,206				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		65.80	2,864,003	805,392	545,953	4,215,349		80,276	0	80,276
		FY 2017 ORIGINAL APPROPRIATION		4,113,400	69.15	2,794,737	785,914	532,749				
		Unadjusted Over or (Under) Funded:	Est Difference	3.35	(69,266)	(19,478)	(13,204)	(101,949)		Calculated underfunding is (2.5%) of Original Appropriation		
Adjustments to Wage & Salary:												
Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:												
		Retire Cd	Adjustment Description / Position Title									
5112	01239	Office Specialist	1	1.00	25,228	12,240	5,301	42,769		1,220	0	1,220
5114	05274	Program Specialist	1	1.00	42,854	12,240	9,004	64,098		1,220	0	1,220
5508	08990	Program Supervisor 1	1	0.85	46,487	10,404	9,767	66,658		1,037	0	1,037
5529	00800	Data Coordinator	1	1.00	42,854	12,240	9,004	64,098		1,220	0	1,220
Other Adjustments:												
5529	00800	Data Coordinator – transfer partial to 0338-02	1	(0.50)	(21,427)	(6,120)	(4,502)	(32,049)		(610)	0	(610)
		Transfer expense from general fund to 0338-01	2	0.00	(30,200)	0	(2,434)	(32,634)		0	0	0
		Normal vacancies to cover shortfall	1	(4.77)	(176,900)	(58,385)	(37,589)	(274,873)		(5,819)	0	(5,819)
		Retain FTP's reflected on above line	1	4.77	0	0	0	0		0	0	0
Estimated Salary Needs:												
		Permanent Positions	1	69.15	2,359,349	788,011	495,483	3,642,843		78,544	0	78,544
		Board & Group Positions	2	0.00	431,551	0	39,021	470,572			0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		69.15	2,790,899	788,011	534,504	4,113,415		78,544	0	78,544
Adjusted Over or (Under) Funding:												
		Orig. Approp		0.00	0	0	0	0		Calculated underfunding is 0% of Original Appropriation		
		Est. Expend		0.00	0	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
		Base		0.00	0	0	0	0		Calculated underfunding is 0% 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	4,113,400	69.15	2,790,889	788,008	534,502	4,113,400				
	Rounded Appropriation		69.15	2,790,900	788,000	534,500	4,113,400				
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		69.15	2,790,900	788,000	534,500	4,113,400				
	Expenditure Adjustments:										
6.31	FTP or Fund Adjustment		0.00	0	0	0	0				0
6.51	Transfer Between Programs		0.00	0	0	0	0				0
7.00	FY 2017 ESTIMATED EXPENDITURES		69.15	2,790,900	788,000	534,500	4,113,400				
	Base Adjustments:										
8.31	Transfer Between Programs		0.00	0	0	0	0				0

FORM B6: WAGE & SALARY RECONCILIATION

8.41	Removal of One-Time Expenditures		0.00	(92,900)	0	(19,500)	(112,400)			0
8.51	Base Reduction		0.00	0	0	0	0			0
9.00	FY 2018 BASE		69.15	2,698,000	788,000	515,000	4,001,000			
10.11	Change in Health Benefit Costs				78,500		78,500			
10.12	Change in Variable Benefits Costs					0	0			
	Subtotal CEC Base:	Indicator Code	69.15	2,698,000	866,500	515,000	4,079,500			
10.51	Annualization			0	0	0	0			
10.61	CEC for Permanent Positions	1.00%		22,700		4,800	27,500			
10.62	CEC for Group Positions	1.00%		4,300		300	4,600			
10.63	CEC for Elected Officials & Commissioners			0		0	0			
11.00	FY 2018 PROGRAM MAINTENANCE		69.15	2,725,000	866,500	520,100	4,111,600			
	Line Items:									
12.01							0			
12.02							0			
12.03							0			
13.00	FY 2018 TOTAL REQUEST		69.15	2,725,000	866,500	520,100	4,111,600			

Agency/Department: Department of Revenue and Taxation	Agency Number: 352
Function/Division: State Tax Commission	Function/Activity Number:
Activity/Program: Revenue Operations	Budget Unit: TAAC
	Fiscal Year: 2018
Original Request Date:	Fund Name: Administration and Accounting
Revision Date:	Fund Number: 0338-01
Revision #:	Budget Submission Page # of

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	1.20	32,854	14,688	6,903	54,444	(1,217)	1,464	0	1,464
		Board & Group Positions	2		39,487	0	0	39,487				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		1.20	72,340	14,688	6,903	93,931		1,464	0	1,464
		FY 2017 ORIGINAL APPROPRIATION	87,200	0.30	67,156	13,635	6,408	87,200				
		Unadjusted Over or (Under) Funded:	Est Difference	(0.90)	(5,184)	(1,053)	(495)	(6,731)		Calculated underfunding is (7.7%) of Original Appropriation		
Adjustments to Wage & Salary:												
Other Adjustments:												
3702	01104	Technical Records Specialist (to 0338-02)	1	(0.90)	(23,425)	(11,016)	(4,922)	(39,363)		(1,098)	0	(1,098)
		Transfer expense from general fund to 0338-01	2	0.00	30,200	0	2,434	32,634		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	0.30	9,428	3,672	1,981	15,081		366	0	366
		Board & Group Positions	2	0.00	69,687	0	2,434	72,121		0	0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		0.30	79,115	3,672	4,415	87,202		366	0	366
		Adjusted Over or (Under) Funding:	Orig. Approp	0.00	0	0	0	0		Calculated underfunding is 0% of Original Appropriation		
			Est. Expend	0.00	0	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
			Base	0.00	0	0	0	0		Calculated underfunding is 0% of the Base		
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	87,200	0.30	79,113	3,672	4,415	87,200				
		Rounded Appropriation		0.30	79,100	3,700	4,400	87,200				
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		0.30	79,100	3,700	4,400	87,200				
7.00		FY 2017 ESTIMATED EXPENDITURES		0.30	79,100	3,700	4,400	87,200				
		Base Adjustments:										
8.41		Removal of One-Time Expenditures		0.00	(200)	0	0	(200)				0
9.00		FY 2018 BASE		0.30	78,900	3,700	4,400	87,000				
10.11		Change in Health Benefit Costs				400	0	400				
10.12		Change in Variable Benefits Costs				0	0	0				
		Subtotal CEC Base:	Indicator Code	0.30	78,900	4,100	4,400	87,400				
10.51		Annualization			0	0	0	0				
10.61		CEC for Permanent Positions	1.00%		100	0	0	100				
10.62		CEC for Group Positions	1.00%		700	0	100	800				
10.63		CEC for Elected Officials & Commissioners			0	0	0	0				
11.00		FY 2018 PROGRAM MAINTENANCE		0.30	79,700	4,100	4,500	88,300				
13.00		FY 2018 TOTAL REQUEST		0.30	79,700	4,100	4,500	88,300				

Agency/Department:	Department of Revenue and Taxation	Agency Number:	352
Function/Division:	State Tax Commission	Function/Activity Number:	
Activity/Program:	Revenue Operations	Budget Unit:	TAAC
		Fiscal Year:	2018
Original Request Date:		Fund Name:	Administration Services for Transportation
Revision Date:		Fund Number:	0338-02
	Revision #:	Budget Submission Page #	of

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	10.00	377,603	122,400	79,296	579,298	(13,985)	12,200	0	12,200
		Board & Group Positions	2		14,215	0	1,189	15,404				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		10.00	391,818	122,400	80,484	594,702		12,200	0	12,200
		FY 2017 ORIGINAL APPROPRIATION			641,600	11.55	422,716	132,052				
		Unadjusted Over or (Under) Funded:	Est Difference	1.55	30,898	9,652	6,347	641,600				
										Calculated overfunding is 7.3% of Original Appropriation		
		Retire Cd	Adjustment Description / Position Title									
5508	08990	Program Supervisor 1	1	0.15	8,203	1,836	1,724	11,763		183	0	183
Other Adjustments:												
3702	01104	Technical Records Specialist (from 0338-01)	1	0.90	23,425	11,016	4,922	39,363		1,098	0	1,098
5529	00800	Data Coordinator – transfer partial to 0338-02	1	0.50	21,427	6,120	4,502	32,049		610	0	610
		Normal vacancies to cover shortfall	1	(0.67)	(23,200)	(8,201)	(4,975)	(36,275)		(817)	0	(817)
		Retain FTP's reflected on above line	1	0.67	0	0	0	0		0	0	0
Estimated Salary Needs:												
		Permanent Positions	1	11.55	407,458	133,171	85,569	626,198		13,274	0	13,274
		Board & Group Positions	2	0.00	14,215	0	1,189	15,404			0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		11.55	421,673	133,171	86,757	641,601		13,274	0	13,274
Adjusted Over or (Under) Funding:				Orig. Approp	0.00	0	0	0		Calculated underfunding is 0% of Original Appropriation		
				Est. Expend	0.00	0	0	0		Calculated underfunding is 0% of Estimated Expenditures		
				Base	0.00	0	0	0		Calculated underfunding is 0% of the Base		

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	641,600	11.55	421,672	133,171	86,757	641,600				
	Rounded Appropriation		11.55	421,700	133,200	86,800	641,600				
5.00	FY 2017 TOTAL APPROPRIATION		11.55	421,700	133,200	86,800	641,600				
7.00	FY 2017 ESTIMATED EXPENDITURES		11.55	421,700	133,200	86,800	641,600				
	Base Adjustments:										
8.31	Transfer Between Programs		0.00	0	0	0	0				0
8.41	Removal of One-Time Expenditures		0.00	(15,900)	0	(3,300)	(19,200)				0
8.51	Base Reduction		0.00	0	0	0	0				0

		FTP	FY 18 Salary	FY18 Health Ben	FY 18 Var Ben	FY 2018 Total
9.00	FY 2018 BASE	11.55	405,800	133,200	83,500	622,400
10.11	Change in Health Benefit Costs			13,300		13,300
10.12	Change in Variable Benefits Costs				0	0
	Subtotal CEC Base:					
	Indicator Code	11.55	405,800	146,500	83,500	635,700
10.51	Annualization		0	0	0	0
10.61	CEC for Permanent Positions	1.00%	3,900		800	4,700
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	11.55	409,800	146,500	84,300	640,500
13.00	FY 2018 TOTAL REQUEST	11.55	409,800	146,500	84,300	640,500

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 40 - Property Tax

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2016 Total Appropriation								
1.00 FY 2016 Total Appropriation								
SB 1165								
0001-00	General	38.00	2,932,900	423,100	0	0	0	3,356,000
0401-00	Other	0.00	0	131,000	8,800	0	0	139,800
Total		38.00	2,932,900	554,100	8,800	0	0	3,495,800
1.31 Net Transfers Between Programs								
0001-00	General	0.00	40,600	0	0	0	0	40,600
Total		0.00	40,600	0	0	0	0	40,600
1.61 Reverted Appropriation Balances								
0001-00	General	0.00	0	(19,300)	0	0	0	(19,300)
0401-00	Other	0.00	0	(20,900)	(7,300)	0	0	(28,200)
Total		0.00	0	(40,200)	(7,300)	0	0	(47,500)
FY 2016 Actual Expenditures								
0001-00	General	38.00	2,973,500	403,800	0	0	0	3,377,300
0401-00	Other	0.00	0	110,100	1,500	0	0	111,600
Total		38.00	2,973,500	513,900	1,500	0	0	3,488,900
FY 2017 Original Appropriation								
3.00 FY 2017 Original Appropriation								
HB 589								
0001-00	General	38.00	3,045,300	423,100	0	0	0	3,468,400
OT 0001-00	General	0.00	104,000	0	0	0	0	104,000
0401-00	Other	0.00	0	131,000	0	0	0	131,000
OT 0401-00	Other	0.00	0	0	8,800	0	0	8,800
Total		38.00	3,149,300	554,100	8,800	0	0	3,712,200
FY 2017 Total Appropriation								
0001-00	General	38.00	3,045,300	423,100	0	0	0	3,468,400
OT 0001-00	General	0.00	104,000	0	0	0	0	104,000
0401-00	Other	0.00	0	131,000	0	0	0	131,000
OT 0401-00	Other	0.00	0	0	8,800	0	0	8,800
Total		38.00	3,149,300	554,100	8,800	0	0	3,712,200

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 40 - Property Tax

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
FY 2017 Estimated Expenditures							
0001-00 General	38.00	3,045,300	423,100	0	0	0	3,468,400
OT 0001-00 General	0.00	104,000	0	0	0	0	104,000
0401-00 Other	0.00	0	131,000	0	0	0	131,000
OT 0401-00 Other	0.00	0	0	8,800	0	0	8,800
Total	38.00	3,149,300	554,100	8,800	0	0	3,712,200
Base Adjustments							
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(104,000)	0	0	0	0	(104,000)
OT 0401-00 Other	0.00	0	0	(8,800)	0	0	(8,800)
Total	0.00	(104,000)	0	(8,800)	0	0	(112,800)
FY 2018 Base							
0001-00 General	38.00	3,045,300	423,100	0	0	0	3,468,400
OT 0001-00 General	0.00	0	0	0	0	0	0
0401-00 Other	0.00	0	131,000	0	0	0	131,000
OT 0401-00 Other	0.00	0	0	0	0	0	0
Total	38.00	3,045,300	554,100	0	0	0	3,599,400
Program Maintenance							
10.11 Change in Health Benefit Costs							
10% increase in employer health care costs.							
0001-00 General	0.00	44,700	0	0	0	0	44,700
Total	0.00	44,700	0	0	0	0	44,700
10.23 Contract Inflation							
2% increase in the annual cost of Manatron software used to support counties.							
0001-00 General	0.00	0	2,800	0	0	0	2,800
Total	0.00	0	2,800	0	0	0	2,800
10.31 Repair, Replacement Items/Alterations							
Laptop replacements for Property Tax training requirements. Dedicated fund source paid by attendees.							
OT 0401-00 Other	0.00	0	0	8,800	0	0	8,800
Total	0.00	0	0	8,800	0	0	8,800
10.61 Salary Multiplier - Regular Employees							
1.0% placeholder increase per budget instructions.							
0001-00 General	0.00	25,800	0	0	0	0	25,800
Total	0.00	25,800	0	0	0	0	25,800

FY 2018 Agency Budget - Request

Detail Report

Agency: 352 - Tax Commission, State

Function: 40 - Property Tax

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/Benefit	Lump Sum	Total
10.62 Salary Multiplier - Group and Temporary							
1.0% placeholder increase per budget instructions.							
0001-00 General	0.00	200	0	0	0	0	200
Total	0.00	200	0	0	0	0	200
FY 2018 Total Maintenance							
0001-00 General	38.00	3,116,000	425,900	0	0	0	3,541,900
OT 0001-00 General	0.00	0	0	0	0	0	0
0401-00 Other	0.00	0	131,000	0	0	0	131,000
OT 0401-00 Other	0.00	0	0	8,800	0	0	8,800
Total	38.00	3,116,000	556,900	8,800	0	0	3,681,700

Line Items

12.01 Additional Programmer for County Software Upgrade

The Property Tax Division by statute provides software and support to counties for valuation and administration of bills. An additional software programmer is requested to allow the replacement of decades old software by modern and user friendly software to be implemented up to a year quicker than otherwise possible.

0001-00 General	1.00	76,800	0	0	0	0	76,800
Total	1.00	76,800	0	0	0	0	76,800

FY 2018 Total

0001-00 General	39.00	3,192,800	425,900	0	0	0	3,618,700
OT 0001-00 General	0.00	0	0	0	0	0	0
0401-00 Other	0.00	0	131,000	0	0	0	131,000
OT 0401-00 Other	0.00	0	0	8,800	0	0	8,800
Total	39.00	3,192,800	556,900	8,800	0	0	3,758,500

REQUEST BY DECISION UNIT
 DEPARTMENT: DEPARTMENT OF REVENUE & TAXATION
 AGENCY: STATE TAX COMMISSION
 FUNCTION: PROPERTY TAX (FORMERLY COUNTY SUPPORT)

STARS Agency No: 352
 Function/Activity No: 4000
 STARS Budget Unit(s): TAAD

FY 2018 Request
 Page 37 of 45 Pages
 FY 2018 Budget --preliminary

A: Decision Unit No: 12.01		Descriptive Title: Additional Programmer for County Software			Agency Priority Ranking 2 of 2	
DESCRIPTION	General	Dedicated	Federal	Other	Total	
FULL TIME POSITIONS (FTP)	1.00					
PERSONNEL COSTS:						
1. Salaries: IT System Analyst (Grade M)	52,300				52,300	
2. Benefits	24,500				24,500	
3. Group Position Funding						
TOTAL PERSONNEL COSTS:	76,800				76,800	
OPERATING EXPENDITURES by summary object:						
1. Contractors/Subject Experts						
2. Training/Travel						
3. Software						
4. *Cost Tables; Software & Maint for future DU						
TOTAL OPERATING EXPENDITURES:						
CAPITAL OUTLAY by summary object:						
1. (2) Servers						
2. (2) Desktops						
3. (2) Laptops						
4.						
TOTAL CAPITAL OUTLAY:						
T/B PAYMENTS:						
LUMP SUM:						
GRAND TOTAL	76,800				76,800	

B: Use the financial data matrix above to summarize requested resources by fund source and by expenditure class at the summary object level. Attach as many pages as necessary to respond in a narrative fashion to the following questions:

1. What is being requested and why? What is the agency current staffing level for this activity and how much funding by source is in the base?
2. What resources are necessary to implement this request?
 - a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire, and terms of service.
 - b. Note any existing agency human resources that will be redirected to this new effort and how existing operations will be impacted.
 - c. List any additional operating funds and capital items needed.
3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.
4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?

SEE FOLLOWING PAGE FOR DETAIL ON THIS PROJECT

REQUEST BY DECISION UNIT
DEPARTMENT: DEPARTMENT OF REVENUE & TAXATION
AGENCY: STATE TAX COMMISSION
FUNCTION: PROPERTY TAX (FORMERLY COUNTY SUPPORT)

STARS Agency No: 352
Function/Activity No: 4000
STARS Budget Unit(s): TAAD

FY 2018 Request
Page 38 of 45 Pages
FY 2018 Budget –preliminary

A: Decision Unit No: 12.01 Descriptive Title: Additional Programmer for County Software Agency Priority Ranking 2 of 2

B: Use the financial data matrix above to summarize requested resources by fund source and by expenditure class at the summary object level. Attach as many pages as necessary to respond to the following questions:

<p>1. What is being requested and why? What is the agency staffing level for this activity and how much funding by source is in the base?</p> <p>We are requesting an additional full-time programmer to assist and accelerate Phase 1 of the development and roll-out of modernized UAD software. The current system is over 30 years old and uses antiquated technology. Currently 22 counties use this out-dated software. This funding will allow Phase 1 of the Project, currently in test mode in Boundary County, to be completed and rolled out to all effected counties at least 12 months ahead of the current schedule.</p>
<p>2. What resources are necessary to implement this request?</p> <p>a. List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.</p> <p>We request an IT System Analyst Positions, pay grade (M), Full time with benefits, hiring as soon as funding allows. The position will be required for multiple years as the Property Tax Division moves through the programming phases and convert all of the counties to the new software.</p> <p>b. Note any existing agency human resources that will be redirected to this new effort and how existing operations will be impacted.</p> <p>Existing programming staff will continue to maintain the software systems still in use and provide system support, training, programming for any legislative changes and meet all statutory deadlines. The new position will be dedicated to the completion and roll-out of the modernized software.</p> <p>c. List any additional operating funds and capital items needed.</p> <p>None requested.</p>
<p>3. Please break out fund sources with anticipated expenditures in the financial data matrix. (Please separate one-time vs. ongoing requests.) Non-General funds should include a description of major revenue assumptions: new customer base, fee structure changes, ongoing anticipated grants, etc.</p> <p>The Property Tax Division is wholly funded by the General Fund.</p>
<p>4. Who is being served by this request and what are the expected impacts of the funding requested? If this request is not funded who and what are impacted?</p> <p>The counties, and ultimately the Idaho taxpayers, will be served by this request. Providing an updated system will allow the County Assessors and Treasurers a more accurate and efficient way to calculate and track property values, exemptions and taxes. By providing a standard statewide software system, taxpayers will benefit by the uniformity between counties. This request will allow the conversion to be accelerted by at least 12 months, thereby speeding up the efficiencies to counties and taxpayers, while helping to reduce the risk that the old software and programs might fail in the meantime.</p>

Agency/Department: Department of Revenue and Taxation	Agency Number: 352
Function/Division: State Tax Commission	Function/Activity Number:
Activity/Program: Property Tax	Budget Unit: TAAD
	Fiscal Year: 2018
Original Request Date:	Fund Name: General Fund Number: 0001-00
Revision Date:	Budget Submission Page # of

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	35.00	2,142,418	428,400	449,842	3,020,659	(79,349)	42,700	0	42,700
		Board & Group Positions	2		21,771	0	1,837	23,608				
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		TOTAL FROM WSR		35.00	2,164,188	428,400	451,679	3,044,267		42,700	0	42,700
		FY 2017 ORIGINAL APPROPRIATION		38.00	2,238,857	443,181	467,262	3,149,300				
		Unadjusted Over or (Under) Funded:		Est Difference	3.00	74,669	14,781	15,584	105,033	Calculated overfunding is 3.3% of Original Appropriation		
Adjustments to Wage & Salary:												
Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:												
	Retire Cd	Adjustment Description / Position Title										
2102	04357	Tax Consulting Appraiser	1	1.00	54,691	12,240	11,491	78,422		1,220	0	1,220
2121	04366	Tax Appraiser, Senior	1	1.00	54,691	12,240	11,491	78,422		1,220	0	1,220
5601	01103	Technical Records Specialist	1	1.00	33,912	12,240	7,125	53,277		1,220	0	1,220
Other Adjustments:												
		Normal vacancies to cover shortfall	1	(1.33)	(73,400)	(16,279)	(15,422)	(105,101)		(1,523)	0	(1,523)
		Retain FTP's reflected on above line	1	1.33	0	0	0	0		0	0	0
Estimated Salary Needs:												
		Permanent Positions	1	38.00	2,212,312	448,841	464,527	3,125,680		44,737	0	44,737
		Board & Group Positions	2	0.00	21,771	0	1,837	23,608		0	0	0
		Elected Officials & Full Time Commissioners	3	0.00	0	0	0	0		0	0	0
		Estimated Salary and Benefits		38.00	2,234,082	448,841	466,364	3,149,287		44,737	0	44,737
Adjusted Over or (Under) Funding:												
		Orig. Approp		0.00	0	0	0	0	Calculated underfunding is 0% of Original Appropriation			
		Est. Expend		0.00	0	0	0	0	Calculated underfunding is 0% of Estimated Expenditures			
		Base		0.00	0	0	0	0	Calculated underfunding is 0% 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	3,149,300	38.00	2,234,091	448,843	466,366	3,149,300				
	Rounded Appropriation		38.00	2,234,100	448,800	466,400	3,149,300				
	Appropriation Adjustments:										
4.11	Reappropriation		0.00	0	0	0	0				
4.31	Supplemental		0.00	0	0	0	0				0
5.00	FY 2017 TOTAL APPROPRIATION		38.00	2,234,100	448,800	466,400	3,149,300				
	Expenditure Adjustments:										
6.31	FTP or Fund Adjustment		0.00	0	0	0	0				0
6.51	Transfer Between Programs		0.00	0	0	0	0				0
7.00	FY 2017 ESTIMATED EXPENDITURES		38.00	2,234,100	448,800	466,400	3,149,300				
	Base Adjustments:										
8.31	Transfer Between Programs		0.00	0	0	0	0				0
8.41	Removal of One-Time Expenditures		0.00	(85,900)	0	(18,100)	(104,000)				0
8.51	Base Reduction		0.00	0	0	0	0				0

FORM B6: WAGE & SALARY RECONCILIATION

			FTP	FY 18 Salary	FY18 Health Ben	FY 18 Var Ben	FY 2018 Total
9.00	FY 2018 BASE		38.00	2,148,200	448,800	448,300	3,045,300
10.11	Change in Health Benefit Costs				44,700		44,700
10.12	Change in Variable Benefits Costs					0	0
	Subtotal CEC Base:	Indicator Code	38.00	2,148,200	493,500	448,300	3,090,000
10.51	Annualization			0	0	0	0
10.61	CEC for Permanent Positions	1.00%		21,300		4,500	25,800
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		38.00	2,169,700	493,500	452,800	3,116,000
	Line Items:						
12.02	Property Tax Valuation Software for Counties	1	1.00	52,300	13,500	11,000	76,800
13.00	FY 2018 TOTAL REQUEST		39.00	2,222,000	507,000	463,800	3,192,800

No general inflation is requested. Part A and B therefore blank.

Part C Contract (identify who and what)	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Est. Exp.	Contract Date	Term of Contract (Year x of x)	FY 2018 Contractual % Change	FY 2018 Total	DU 10.23 Increase
Manatron software		132,263	132,263	134,909	137,607	7/1/17	1 of 4	2.00%	140,359	2,800
Subtotal	0	132,263	132,263	134,909	137,607				140,359	2,800
Total	-	132,263	132,263	134,909	137,607				140,359	2,800
FundSource										
General	-	132,263	132,263	134,909	137,607				140,359	2,800
Dedicated	-	-	-	-	-				-	-
Federal										
Total	-	132,263	132,263	134,909	137,607				140,359	2,800

-

Request is for Property Tax Division in FY2018 due to nature of expenses.

ONE-TIME OPERATING EXPENDITURE AND CAPITAL OUTLAY SUMMARY
 AGENCY:Tax Commission -- 352

Original Submission ___ or Revision No. 1

Pm	DU	Fund	Sub-object Cat	Item/Description of Use/Options	Mileage	Date Acquired	Quantity in Stock	Quantity Desired	Unit Cost	Total Cost
01	12.01	0001-00	6410	Storage area network disk space --Flash Array		2005-2014	1	1	255,000	255,000
01	12.01	0276-00	6410	Storage area network disk space --Flash Array		2005-2014	1	1	15,000	15,000
01	12.01	0338-02	6410	Storage area network disk space --Flash Array		2005-2014	1	1	30,000	30,000
03	10.31	0001-00	5575	Software replacement -- E-flow W-2 processing upgrade for IRS social security # redaction		2012	1	1	45,000	45,000
03	10.31	0338-02	5575	Software replacement -- E-flow W-2 processing upgrade for IRS social security # redaction		2012	1	1	5,000	5,000
01	10.31	0001-00	5575	Software replacement -- Update Security software		2012	1	1	45,000	45,000
01	10.31	0338-02	5575	Software replacement -- Update Security software		2012	1	1	5,000	5,000
01	10.31	0001-00	6420	High-end Network Servers		2008--2011	8	1	30,000	30,000
01	10.31	0276-00	6420	High-end Network Servers		2008--2011	1	1	30,000	30,000
01	10.31	0338-02	6420	High-end Network Servers		2008--2011	1	1	30,000	30,000
01	10.31	0001-00	6420	Desktop Personal Computers		2012-2014	410	95	750	71,300
01	10.31	0338-02	6420	Desktop Personal Computers		2012-2014	50	10	750	7,500
01	10.31	0276-00	6420	Desktop Personal Computers		2012-2014	30	5	750	3,800
01	10.31	0001-00	6420	Laptop Computers		2012-2014	150	30	1,400	42,000
01	10.31	0338-02	6420	Laptop Computers		2012-2014	20	4	1,400	5,600
01	10.31	0276-00	6420	Laptop Computers		2012-2014	10	2	1,400	2,800
01	10.31	0001-00	6410	Network switches --standard		2004-2011	10	2	5,500	11,000
01	10.31	0338-02	6410	Network switches --standard		2004-2011	3	1	5,500	5,500
01	10.31	0276-00	6410	Network switches --standard		2004-2011	2	1	5,500	5,500
01	10.31	0001-00	6410	Network Laser Printers		2004-2011	68	8	1,500	12,000
01	10.31	0338-02	6410	Network Laser Printers		2004-2011	8	1	1,500	1,500
01	10.31	0276-00	6410	Network Laser Printers		2004-2011	4	1	1,500	1,500
04	10.31	0401-00	6420	Laptops for Property Tax training fund		2012-2014	60	8	1,100	8,800
01	10.31	0001-00	6630	Motorpool Fleet Vehicles	>100,000	2004-2011	10	2	20,400	40,800
01	10.31	0338-02	6630	Motorpool Fleet Vehicles	>100,000	2004-2011	4	1	20,400	20,400
01	10.31	0276-00	6630	Motorpool Fleet Vehicles	>100,000	2004-2011	4	1	20,400	20,400
01	10.31	0001-00	5580	Uninterruptable Power Supply Batteries		2012-2014	34	6	400	2,400
01	10.31	0338-02	5580	Uninterruptable Power Supply Batteries		2012-2014	4	1	400	400
01	10.31	0276-00	5580	Uninterruptable Power Supply Batteries		2012-2014	2	1	400	400

Grand Total by Program **753,600**

01	<i>General Services</i>	694,800
02	<i>Audit</i>	0
24	<i>Collection</i>	
03	<i>Revenue Operations</i>	50,000
04	<i>Property Tax (formerly County Support)</i>	8,800

Grand Total by Decision Unit **753,600**

ONE-TIME OPERATING EXPENDITURE AND CAPITAL OUTLAY SUMMARY
 AGENCY:Tax Commission -- 352

Original Submission ___ or Revision No. 1

Pm	DU	Fund	Sub-object Cat	Item/Description of Use/Options	Mileage	Date Acquired	Quantity in Stock	Quantity Desired	Unit Cost	Total Cost
	10.31			Replacement Items						453,600
	12.01			Flash Array Storage Technology						300,000
	12.02			Property Tax Software Position						0
	12.03			Tax Policy expansion						0
	12.04									0
Grand Total by Fund Source										753,600
	0001-00			General						554,500
	0276-00			Multi-state						79,400
	0338-01			Admin						0
	0338-02			Fuels						110,900
	0401-00			Seminars and Publications (Education Fund)						8,800
Grand Total by Category							900	190		753,600
			5241	Software Maintenance / Licensing			0	0		0
			5315	Software Development/Design			0	0		0
			5570	Desktop Software			0	0		0
			5575	Software Replacement			4	4		100,000
			5060	Publications and Subscriptions			0	0		0
			5376	Travel			0	0		0
			5580	Noncapital Data Proc Equip			40	8		3,200
			5600	Other Computer Supplies			0	0		0
			5925	Rent and Office Lease--Office Space			0	0		0
			5990	Non-State Employ-Non 1099 --Vendor travel			0	0		0
			6397	Other Bldgs & Impm - Legal 1099m Reportable			0	0		0
			6398	Other Bldgs & Impm - 1099m Reportable			0	0		0
			6410	Cmpr Peripheral Equip			98	17		337,000
			6420	Cmpr Processing Unit			740	157		231,800
			6499	Other Computer Equip			0	0		0
			6620	Const & Engineering			0	0		0
			6630	Auto & Light Trucks			18	4		81,600
			6699	Other non-Motorized Equip			0	0		0
			6710	Furniture			0	0		0
			6720	Office Machines			0	0		0
			6850	Med & Lab Equipment			0	0		0
			6860	Communication Equip			0	0		0
			6870	Elect & Photo Equip			0	0		0
			6799	Other Office Equipment			0	0		0

AGENCY NAME:				IDAHO STATE TAX COMMISSION				
FACILITY INFORMATION SUMMARY FOR FISCAL YR				2018	BUDGET REQUEST		Include this summary w/ budget request.	
Address, City, Zip, Purpose	Fiscal Year	Sq Ft	\$/Sq Ft	Cost/Yr	Work Areas	Sq Ft/FTE	FTP, Temps and Comments	
1910 NW BLVD, SUITE 100, CDA 83814, FIELD OFFICE	2018	request	4,590	\$ 17.85	\$ 81,950	24	191	17 FTP (10 COLL, 7 AUD), 2 PTP, LEASE EXPIRES 12/31/2018
	2017	estimate	4,590	\$ 17.49	\$ 80,260	24	191	
	2016	actual	4,590	\$ 16.85	\$ 77,325	24	191	
	Change (request vs actual)		0	\$ -	4,625	0	0	
	Change (estimate vs actual)		0	\$ -	2,935	0	0	
1118 F STREET LEWISTON, 83501, FIELD OFFICE	2018	request	3,005	\$ 11.25	\$ 33,800	12	250	7 FTP, 0 PTP, STATE OWNED BUILDING RATE INCREASE FOR FY2018
	2017	estimate	3,005	\$ 8.79	\$ 26,420	12	250	
	2016	actual	3,005	\$ 8.79	\$ 26,420	12	250	
	Change (request vs actual)		0	\$ -	7,380	0	0	
	Change (estimate vs actual)		0	\$ -	0	0	0	
800 PARK BLVD, BOISE, 83712 AGENCY HEADQUARTERS AND BOISE FIELD OFFICE	2018	request	109,976	\$ 17.65	\$ 1,940,900	560	196	451 FTP, 31 PTP, 6 CONTRACTOR, 70 SEASONAL EMPLOYEES, 3 LEGISLATIVE AUDITORS, LEASE EXPIRES 6/30/2017. NEGOTIATING LEASE EXTENSION
	2017	estimate	111,381	\$ 17.12	\$ 1,906,500	560	199	
	2016	actual	111,381	\$ 17.12	\$ 1,906,470	560	199	
	Change (request vs actual)		-1,405	\$ (24.51)	34,430	0	-3	
	Change (estimate vs actual)		0	\$ -	30	0	0	
440 FALLS AVE, TWIN FALLS, 83301, FIELD OFFICE	2018	request	4,300	\$ 22.24	\$ 95,630	18	239	16 FTP (1 IS VACANT), 0 PTP, (2 FTP'S ARE WORKING FROM HOME) LEASE EXPIRES 10/31/2018
	2017	estimate	4,300	\$ 21.58	\$ 92,780	18	239	
	2016	actual	4,300	\$ 21.55	\$ 92,680	18	239	
	Change (request vs actual)		0	\$ -	2,950	0	0	
	Change (estimate vs actual)		0	\$ -	100	0	0	
611 WILSON STREET, SUITE 5 POCATELLO, 83206 FIELD OFF.	2018	request	4,258	\$ 10.30	\$ 43,860	16	266	13 FTP, 1 PTP LEASE EXPIRES 3/31/2019 WOULD LIKE TO POTENTIALLY RELOCATE AT END OF LEASE
	2017	estimate	4,258	\$ 10.08	\$ 42,900	16	266	
	2016	actual	4,258	\$ 10.00	\$ 42,580	16	266	
	Change (request vs actual)		0	\$ -	1,280	0	0	
	Change (estimate vs actual)		0	\$ -	320	0	0	
150 SHOUP AVENUE, SUITE 16 IDAHO FALLS 83401 FIELD OFF	2018	request	3,116	\$ 9.40	\$ 29,300	16	195	12 FTP, 1 PTP STATE OWNED BUILDING RATE INCREASE FOR FY2018
	2017	estimate	3,116	\$ 8.19	\$ 25,530	16	195	
	2016	actual	3,116	\$ 8.19	\$ 25,530	16	195	
	Change (request vs actual)		0	\$ -	3,770	0	0	
	Change (estimate vs actual)		0	\$ -	0	0	0	
TOTAL (ALL PAGES)	2018	request	126,129	\$ 17.41	\$ 2,196,140	630	200	
	2017	estimate	127,534	\$ 16.85	\$ 2,148,860	630	202	
	2016	actual	127,534	\$ 16.82	\$ 2,145,475	630	202	
	Change (request vs actual)		-1,405	\$ (36.06)	50,665	0	-2	
	Change (estimate vs actual)		0	\$ -	3,385	0	0	



Federal Funds Inventory Form
As Required by Executive Order 2014-03

Reporting Agency/Department:
 Contact Person/Title: Mark Poppler Financial Officer

STARS Agency Code: 352
 Phone number: (208) 334-7507

Fiscal Year: 2018
 Email: mark.poppler@tax.idaho.gov

CFDA#/Cooperative Agreement # /Identifying #	Grant Type	Federal Granting Agency	Grant title	Description	Pass Through Federal Money From Other State Agency	Available Funds	FY2016 Actual Expenditures	Available Funds	Available Funds	State Approp [Y] Yearly or [C] Continuous	10% or More Reduction Information
None expected currently		Highway		Fuels tax compliance	Idaho Transportation Department	0	0	0	0	C	Only \$8,000 –immaterial spending authority only
Total						0	0	0	0		

Total Previous Year All Funds Appropriation **42,663,400**

*** Report must be submitted to the Division of Financial Management

Part I – Agency Profile

Agency Overview

EXPLANATION OF DIVISIONS IN AGENCY

1. **General Services Division** consists of: Commissioners, Legal, Tax Appeals, Human Resources, Information Technology, Management Services, and newly created Taxpayer Resources (combining Communications, Tax Policy, and Taxpayer Services). This division provides for centralized management, internal policy development, taxpayer appeals, legal, personnel, fiscal and computer services, and communication and outreach services for taxpayers.

15 percent, or 68.65 positions, have been authorized in these capacities.

General fund appropriation of \$9,509,400 for this division in FY 2017.

2. **The Audit Division** operates from the administrative office in Boise and five field office locations (Lewiston, Coeur D'Alene, Twin Falls, Idaho Falls, and Pocatello). The division conducts audits on all tax types administered by the agency by authority of Idaho Code and the Multistate Tax Compact; conducts discovery and enforcement efforts directed at non-filers, and increasingly mitigates identity theft and fraud issues.

32 percent, or 142.35 positions, have been authorized in these capacities.

General fund appropriation of \$8,329,800 for this division in FY 2017.

3. **The Collections Division** operates from the administrative office in Boise and both works from, and oversees, the five field office locations. The division is responsible for collecting delinquent taxes for all tax types. The employees providing front-line taxpayer services at the counters and over the phone are being transferred into the newly formed Taxpayer Resources group described in the General Services Division above.

27 percent, or 121.00 positions, have been authorized in these capacities.

General fund appropriation of \$7,958,300 for this division in FY 2017.

4. **The Revenue Operations Division** maintains the taxpayer database, processes all returns and payments, initiates the deposit of money received and issues taxpayer refunds. The division: (a) registers permit holders for 17 tax types including sales, withholding, hotel/motel, motor fuels, beer, wine, cigarette and tobacco taxes; (b) ensures that all individuals and licensed businesses have access to proper tax forms for reporting; (c) processes revenue and refund documents submitted by taxpayers; and (d) maintains an imaging system used to streamline the processing and storing of tax documents. In the last fiscal year, over 2.4 million tax transactions – representing over \$4.0 billion in revenues and over \$400 million in income tax refunds- were processed in this division.

18 percent, or 81 positions, have been authorized in these capacities.

General fund appropriation of \$5,792,700 for this division in FY 2017.

5. **The Property Tax Division** provides oversight in the administration of the property tax system. The division is responsible for annually appraising all class three operating property, examining property tax levies of all taxing districts, training and assisting county elected officials, developing an assessor's manual to facilitate uniformity of appraisals, and administering the circuit breaker program. Property taxes generated over \$1.8 billion of revenue to local government units in calendar 2015.

8 percent, or 38 positions, have been authorized in these capacities.

General fund appropriation of \$3,572,400 for this division in FY 2017.

Summary:

Positions authorized by JFAC for FY 2017	451.0
Total General Fund appropriation for FY 2017 is	\$35,162,600

Core Functions/Idaho Code

State of Idaho

Core Functions/Idaho Code	FY 2016 Expenditures	Percent of Total	FY 2017 Appropriation	FY 2018 Request
1. General Fund	\$32,065,800	83.0%	\$35,162,600	\$35,542,200
<p>The General Fund consists of, "moneys received into the treasury and not specially appropriated to any other fund" (§67-1205). The fund sources are: 1) individual income tax, 2) corporate income tax, 3) sales tax, 4) cigarette tax, 5) beer tax, 6) wine tax, 7) liquor surcharge, 8) kilowatt hour tax, 9) mine license tax, 10) Treasurer's interest on investments of certain idle state funds, 11) court fees and fines, 12) insurance premium tax, 13) sale of alcoholic beverage licenses, 14) unclaimed property, 15) articles of incorporation and uniform commercial code filing fees, 16) estate and transfer tax, and 17) other miscellaneous sources from various agency receipts.</p>				
2. Administration Services for Transportation	\$4,140,900	10.7%	\$4,480,800	\$4,477,900
<p>The State Tax Commission retains funds from gasoline tax and special fuels tax receipts equal to the cost of collecting, administering, and enforcing the fuels tax requirements. However, the amount cannot exceed the amount authorized to be expended by the legislature (gasoline: §63-2402 and §63-2405; special fuels: §63-2416 - §63-2417). Spending from any fuels related Federal Grants are also included here.</p>				
3. Multistate Tax Compact	\$2,084,200	5.4%	\$2,608,900	\$2,641,600
<p>Moneys collected as direct result of audits conducted by the Multistate Tax Commission (on behalf of the state of Idaho) shall be paid by the State Tax Commission into the Multistate Tax Compact Fund. The Multistate Tax Compact was formed to determine the tax liability of multistate taxpayers, promote uniformity or compatibility in tax systems, and facilitate taxpayer convenience and compliance in the filing of tax returns and avoid double taxation across states §63-3709).</p>				
4. Seminars and Publications Fund	\$156,200	0.4%	\$185,300	\$185,300
<p>Fees to attend agency-provided property tax classes and related education purposes, sales of tax regulations and printed material, fees for copies, supplies, bad check charges, postage reimbursement, sales of maps, etc. Sales are primarily to the public.</p>				
5. Administration and Accounting Fund	\$174,700	0.5%	\$225,800	\$227,300
<p>The State Tax Commission is directed to retain funds for the Commission's cost of collecting and administering the moneys of certain trust funds. For the following trust funds the annual amount is three thousand dollars (\$3,000) or twenty percent (20%, whichever is less (§63-3067A&B(d)):</p> <ol style="list-style-type: none"> 1. The Fish and Game Trust Fund (0051) 2. The Children's Trust Fund (0483) 3. Idaho Guard and Reserve Family Support Fund (0349) 4. American Red Cross (0630-02) 5. Special Olympics (0630-02) 6. Veterans Support Fund (0213) 7. Idaho Food Bank (0630-02) <p>On other taxes, the State Tax Commission is authorized to retain an amount of money equal to the cost of collecting and administering them. The amount retained cannot exceed the amount authorized to be expended by appropriation by the Legislature. Those taxes are:</p> <ol style="list-style-type: none"> 1. Idaho Travel and Convention Tax (0212) (§67-4718) 2. Boise Auditorium District (0630) (§67-4917C) 3. Petroleum Clean Water Trust Fund (0130) (§41-4909) 4. Local Option Sales Tax (0630) (§63-2605) 5. 2% fee on Prepaid Wireless Services (§31-4809) 				
Total All Funds	\$38,621,800	100.0%	\$42,663,400	\$43,074,300

Revenue and Expenditures

Revenue	FY 2013	FY 2014	FY 2015	FY 2016
General Fund	\$29,412,300	\$33,895,700	\$30,891,900	\$32,065,800
Budget Stabilization Fund				
Multistate Tax Compact	\$2,000,400	\$2,468,100	\$2,108,400	\$2,084,200
Administration & Accounting	\$251,400	\$399,800	\$233,900	\$174,700
Admin Transportation + Fed	\$3,863,600	\$4,321,000	\$4,026,500	\$4,140,900
Seminars & Publications	\$121,600	\$142,800	\$155,200	\$156,200
Abandoned Property Trust	\$0	\$0	\$0	\$0
Total	\$35,649,300	\$41,227,400	\$37,415,900	\$38,621,800
Expenditures	FY 2013	FY 2014	FY 2015	FY 2016
Personnel Costs	\$26,597,300	\$27,148,300	\$28,215,200	\$28,860,800
Operating Expenditures	\$8,654,800	\$13,314,800	\$8,526,300	\$9,015,000
Capital Outlay	\$397,200	\$764,300	\$674,400	\$746,000
Trustee/Benefit Payments	\$0	\$0	\$0	\$0
Total	\$35,649,300	\$41,227,400	\$37,415,900	\$38,621,800

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2013	FY 2014	FY 2015	FY 2016
Gross Receipts (millions)	\$3,464.04	\$3,564.82	\$3,836.76	\$4,075.24
% of Revenue Received Electronically	57.9%	59.6%	60.9%	64.7%
Income Tax Returns Filed Electronically	587,132	615,575	694,609	731,298
Transactions Processed	2,350,200	2,390,183	2,414,737	2,483,961
Sales Tax permits issued (new)	5,677	5,145	5,429	5,109
Withholding accounts issued (new)	5,895	5,645	6,580	6,451
Revenues from Audits (millions)	\$74.70	\$53.60	\$45.10	\$40.22
Revenues from Collections (millions)	\$105.62	\$107.11	\$112.40	\$117.75
Collection cases closed in year	100,115	94,455	90,662	98,994
Number of Audits performed	20,684	19,442	18,327	18,493
STC Cost Per Tax Dollar Received	1.03 cents	1.02 cents	0.98 cents	0.95 cents
Number of Fraud Refunds Stopped	425	950	1,422	724
Known Fraud Refunds Not Caught	9	8	15	8
Dollars of Fraud Refunds Stopped	\$421,180	\$1,227,096	\$2,094,269	\$1,054,934
Dollars of Known Fraud Refunds Not Stopped	\$1,820	\$6,828	\$13,884	\$4,907
Walk-in customers during tax drive	13,539	14,295	14,766	15,229
Calls from taxpayers during tax drive	64,096	67,180	77,571	76,443
Call center queue time during tax drive	127 seconds	79 seconds	154 seconds	141 seconds
Refund status inquiries on website	192,697	221,120	244,840	345,559

Performance Highlights (Optional)

Part II – Performance Measures

Performance Measure		FY 2013	FY 2014	FY 2015	FY 2016	Current Year
Goal 1						
<i>Per 67-1904(1)(b)(i), the agency goals to which each measure corresponds should be provided. Replace the text in this box with a goal from the agency's strategic plan and list beneath it any performance measures primarily associated with that goal. Copy this box and insert it as needed to identify additional goals that subsequent performances measures are designed to evaluate.</i>						
1. Percentage of current year income tax refunds not processed within 60 day limit	actual	0.6%	0.2%	1.0%	1.0%	-----
	benchmark	Less than 1.0%				
2. Percentage of confirmed fraudulent refund payments stopped by agency	actual	98.0%	99.2%	99.0%	99.3%	-----
	benchmark	99.0%	99.0%	99.0%	99.0%	99.0%
3. Percentage of E-filed individual income tax returns	actual	76.0%	78.0%	79.7%	81.7%	-----
	benchmark	85.0% by FY2016	85.0% by FY2016	85.0% by FY2016	85.0% by FY2016	85.0% by FY2018
4. Percentage of E-filed business income tax returns	actual	50.7%	55.5%	60.2%	64.0%	-----
	benchmark	80.0% by FY2016	80.0% by FY2016	80.0% by FY2016	80.0% by FY2016	80.0% by FY2018
5. Percentage of E-payments	actual	57.9%	59.6%	60.9%	64.7%	-----
	benchmark	60.0% by FY2015	60.0% by FY2015	60.0% by FY2015	60.0% by FY2015	66.0% by FY2017
6. Actual number of 'Where's my refund?' calls to TPS	actual	N/A	N/A	N/A	11,273	-----
	benchmark				New	Reduce by 10%
7. Percentage of Appeals cases resolved within guidelines by tax type	actual	N/A	N/A	N/A	N/A	-----
	benchmark				New	90%
8. Percentage of total staff time that is spent in their primary roles	actual	N/A	N/A	N/A	N/A	-----
	benchmark				New	80%

Performance Measure Explanatory Notes (Optional)**For More Information Contact**

Ken A. Roberts, Chairman
Tax Commission, Idaho State
800 Park Blvd
PO Box 36
Boise, ID 83722
Phone: (208) 334-7500
E-mail: ken.roberts@tax.idaho.gov

Director Attestation for Performance Measurement Report

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

Department: Idaho State Tax Commission

Glenn A. Peterson
Director's Signature

9/1/16
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

FY 2018 Budget Request Revision for Statewide Cost Allocation

Fiscal Year: **2018**
 Agency Code: **352**
 Agency: **Idaho State Tax Commission**

Revision No. **1**

OCT 26 2016

Beginning charges:			Base	683,100	18,100	309,300	394,200	55,600	1,460,300			Control
Budget Unit	Program Name	Fund Number	SWCAP	Attorney General	Risk Management	State Controller	State Treasurer	Facility Services	BU/Fund	Percent	Percent	Total
			1,460,300	DU 10.41	DU 10.45	DU 10.46	DU 10.47	DU 10.44	Total	of Base	of Fund	
TAAA	General Services-1010/1512	0001-00	1,278,300	(11,600)	45,200	10,800	(18,100)		26,300	87.54%	88.55%	1,304,600
TAAA	General Services-1040/1240	0338-01	12,200		500	100	(200)		400	0.84%	1.35%	12,600
TAAA	General Services-1050/1552	0338-02	114,200	(1,300)	5,100	1,200	(2,000)		3,000	7.82%	10.10%	117,200
TACA	Collections-6010	0001-00	55,600					0	0	3.81%	0.00%	55,600
			0						0	0.00%	0.00%	0
			0						0	0.00%	0.00%	
									0	0.00%	0.00%	
									0	0.00%	0.00%	
Decision Unit Total			1,460,300	(12,900)	50,800	12,100	(20,300)	0	29,700	100.00%	100.00%	1,490,000

Ending charges: 670,200 68,900 321,400 373,900 55,600 1,490,000

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 Mark J. Poppler Title Financial Officer Date October 3, 2016

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 E8.
- 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!*