

Agency Summary And Certification

440 -- Lottery, Idaho State

FY2022 Request

AUG 28 2022 Page 1 of 31 Pages

In accordance with 67-3502, Idaho Code, I certify the attached forms properly state the receipts and expenditures of the department (agency, office, or institution) for the fiscal years indicated. The summary of expenditures by major program, fund source, and standard class is indicated below.

Signature of Department Director :



Date: 8/28/2022

Function / Activity	FY 2020		FY 2021		FY 2022	
	Total Appropriation	Total Expenditures	Original Appropriation	Estimated Expenditures	Total Request	
Lottery Commission	6,152,500	5,168,900	6,299,800	6,299,800	6,576,600	
Total	6,152,500	5,168,900	6,299,800	6,299,800	6,576,600	
By Fund Source						
D 0419-00 Lottery	6,152,500	5,168,900	6,299,800	6,299,800	6,576,600	
Total	6,152,500	5,168,900	6,299,800	6,299,800	6,576,600	
By Object						
Personnel Costs	3,451,500	3,182,000	3,517,100	3,517,100	3,703,000	
Operating Expenditures	2,579,500	1,865,500	2,654,100	2,654,100	2,775,600	
Capital Outlay	121,500	121,400	128,600	128,600	98,000	
Trustee And Benefit Payments	0	0	0	0	0	
Lump Sum	0	0	0	0	0	
Total	6,152,500	5,168,900	6,299,800	6,299,800	6,576,600	
FTP Total	45.00	45.00	45.00	45.00	46.00	



Organizational Chart

GOVERNOR - STATE OF IDAHO

COMMISSIONERS

DIRECTOR (1)

CHIEF OPERATING OFFICER (1)

DEPUTY DIRECTOR OF MARKETING (1)

DIRECTOR OF LOTTERY SECURITY (1)

DEPUTY DIRECTOR OF SALES (1)

HUMAN RESOURCES/ADMIN OFFICER (1)

CHIEF FINANCIAL OFFICER (1)

ACCOUNTS PAYABLE TECHNICIAN (1)

ACCOUNTS RECEIVABLE TECHNICIAN (1)

CUSTOMER SERVICE SUPERVISOR (1)

CUSTOMER SERVICE REP (1)

CUSTOMER SERVICE REP (1)

OPERATIONS & SUPPORT ANALYST 1 (1)

OPERATIONS & SUPPORT SENIOR TECH. (1)

SENIOR PRODUCT MANAGER (1)

KEY ACCOUNTS MANAGER (1)

BUSINESS ANALYST (1)

REGIONAL SALES REP - 101 (1)

REGIONAL SALES REP - 102 (1)

REGIONAL SALES REP - 103 (1)

REGIONAL SALES REP - 201 (1)

REGIONAL SALES REP - 201 (1)

REGIONAL SALES REP - 301 (1)

REGIONAL SALES REP - 302 (1)

REGIONAL SALES REP - 303 (1)

REGIONAL SALES REP - 304 (1)

REGIONAL SALES REP - 305 (1)

REGIONAL SALES REP - 308 (1)

REGIONAL SALES REP - 401 (1)

REGIONAL SALES REP - 402 (1)

REGIONAL SALES REP - 501 (1)

REGIONAL SALES REP - 601 (1)

REGIONAL SALES REP - 602 (1)

Enforcement
DETECTIVE (1)

SECURITY ASSISTANT (1)

CHARITABLE GAMING/GADA COOR. (1)

RETAILER ACCOUNTS MANAGER (1)

SECURITY CLERK (1)

ONSITE SECURITY OFFICER (1)

Warehouse
SHIPPING/RECEIVING CLERK (1)

SHIPPING/RECEIVING CLERK (160)

SHIPPING/RECEIVING CLERK (Group Position)

DRAW MANAGERS (Group Position)

TOTAL FTE - 43.90

APPROPRIATED FTE - 44.00

2.0531

5

8.9

18

12

Revised 8/2020

FY 2022 Agency Budget - Request
Detail Report
Agency: 440 - Lottery, Idaho State

Function: 01 - Lottery Commission

			<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 2020 Total Appropriation									
1.00									
	0419-00	Dedicated	45.00	3,451,500	2,579,500	121,500	0	0	6,152,500
		Total	45.00	3,451,500	2,579,500	121,500	0	0	6,152,500
1.61	Reverted Appropriation Balances								
	0419-00	Dedicated	0.00	(269,500)	(714,000)	(100)	0	0	(983,600)
		Total	0.00	(269,500)	(714,000)	(100)	0	0	(983,600)
FY 2020 Actual Expenditures									
	0419-00	Dedicated	45.00	3,182,000	1,865,500	121,400	0	0	5,168,900
		Total	45.00	3,182,000	1,865,500	121,400	0	0	5,168,900
FY 2021 Original Appropriation									
3.00									
	0419-00	Dedicated	45.00	3,517,100	2,654,100	53,400	0	0	6,224,600
	OT 0419-00	Dedicated	0.00	0	0	75,200	0	0	75,200
		Total	45.00	3,517,100	2,654,100	128,600	0	0	6,299,800
FY 2021 Total Appropriation									
	0419-00	Dedicated	45.00	3,517,100	2,654,100	53,400	0	0	6,224,600
	OT 0419-00	Dedicated	0.00	0	0	75,200	0	0	75,200
		Total	45.00	3,517,100	2,654,100	128,600	0	0	6,299,800
FY 2021 Estimated Expenditures									
	0419-00	Dedicated	45.00	3,517,100	2,654,100	53,400	0	0	6,224,600
	OT 0419-00	Dedicated	0.00	0	0	75,200	0	0	75,200
		Total	45.00	3,517,100	2,654,100	128,600	0	0	6,299,800
Base Adjustments									
8.51	Base Reduction								
	OT 0419-00	Dedicated	0.00	0	0	(75,200)	0	0	(75,200)
		Total	0.00	0	0	(75,200)	0	0	(75,200)
FY 2022 Base									
	0419-00	Dedicated	45.00	3,517,100	2,654,100	53,400	0	0	6,224,600
	OT 0419-00	Dedicated	0.00	0	0	0	0	0	0
		Total	45.00	3,517,100	2,654,100	53,400	0	0	6,224,600

FY 2022 Agency Budget - Request

Detail Report

Agency: 440 - Lottery, Idaho State

Function: 01 - Lottery Commission

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
Program Maintenance								
10.11	Change in Health Benefit Costs							
	0419-00 Dedicated	0.00	55,000	0	0	0	0	55,000
	Total	0.00	55,000	0	0	0	0	55,000
10.12	Change in Variable Benefit Costs							
	0419-00 Dedicated	0.00	17,000	0	0	0	0	17,000
	Total	0.00	17,000	0	0	0	0	17,000
10.31	Repair, Replacement Items/Alterations							
	OT 0419-00 Dedicated	0.00	0	0	44,600	0	0	44,600
	Total	0.00	0	0	44,600	0	0	44,600
10.61	Salary Multiplier - Regular Employees							
	0419-00 Dedicated	0.00	29,700	0	0	0	0	29,700
	Total	0.00	29,700	0	0	0	0	29,700
10.62	Salary Multiplier - Group and Temporary							
	0419-00 Dedicated	0.00	300	0	0	0	0	300
	Total	0.00	300	0	0	0	0	300
FY 2022 Total Maintenance								
	0419-00 Dedicated	45.00	3,619,100	2,654,100	53,400	0	0	6,326,600
	OT 0419-00 Dedicated	0.00	0	0	44,600	0	0	44,600
	Total	45.00	3,619,100	2,654,100	98,000	0	0	6,371,200
Line Items								
12.01	Information Technology Security Officer							
	0419-00 Dedicated	1.00	83,900	0	0	0	0	83,900
	Total	1.00	83,900	0	0	0	0	83,900
12.02	Shipping costs							
	Increase in Shipping Costs due to anticipated increase in Scratch Ticket Sales.							
	0419-00 Dedicated	0.00	0	99,000	0	0	0	99,000
	Total	0.00	0	99,000	0	0	0	99,000

FY 2022 Agency Budget - Request
Detail Report**Agency:** 440 - Lottery, Idaho State**Function:** 01 - Lottery Commission

		<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>
12.03	Office 365 Subscription and Fiber Optic Cable for Headquarters Building							
	Office 365 Annual Subscription							
	Project to run new, faster and more efficient fiber between main data frame (MDF) in the control room and in the intermediary date frame (IDF) second floor wiring closet.							
	0419-00 Dedicated	0.00	0	12,500	0	0	0	12,500
	OT 0419-00 Dedicated	0.00	0	10,000	0	0	0	10,000
	Total	0.00	0	22,500	0	0	0	22,500
FY 2022 Total								
	0419-00 Dedicated	46.00	3,703,000	2,765,600	53,400	0	0	6,522,000
	OT 0419-00 Dedicated	0.00	0	10,000	44,600	0	0	54,600
	Total	46.00	3,703,000	2,775,600	98,000	0	0	6,576,600

FORM B11: REVENUE

Agency/Department: Idaho Lottery
 Program (if applicable): State Lottery

Request for Fiscal Year: 2022
 Agency Number: 440
 Budget Unit (if Applicable): SGCA
 Function/Activity Number (if Applicable): 01

Original Request Date: 8/28/20
 Revision Request Date:

Page: 6 of 31

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Summary Object Code	Revenue Source Description - Summary Level	FY 2018 Actual Revenue	FY 2019 Actual Revenue	FY 2020 Actual Revenue	FY 2021 Estimated Revenue	FY 2022 Estimated Revenue
0419		Lottery	1	3610	Lottery Revenue	285,084,600	287,912,900	277,602,500	285,500,000	291,100,000
0419		Lottery		3690	Data Line Charges	685,300	641,600	641,500	650,000	660,000
0419		Lottery		3690	Other Income	36,100	54,400	43,200	50,000	50,000
0419		Lottery		3690	Interest Income	4,900	7,100	8,600	9,000	9,000
0419		Lottery		FUND TOTAL		\$265,810,900	\$288,616,000	\$278,295,800	\$286,209,000	\$291,819,000
				FUND TOTAL		\$0	\$0	\$0	\$0	\$0
				FUND TOTAL		\$0	\$0	\$0	\$0	\$0
				FUND TOTAL		\$0	\$0	\$0	\$0	\$0
				FUND TOTAL		\$0	\$0	\$0	\$0	\$0
				FUND TOTAL		\$0	\$0	\$0	\$0	\$0
				FUND TOTAL		\$0	\$0	\$0	\$0	\$0
				GRAND TOTAL		\$265,810,900	\$288,616,000	\$278,295,800	\$286,209,000	\$291,819,000

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Idaho Lottery

Agency Number: 440

Original Request Date: August 28, 2020

or Revision Request Date:

Page 8 of 31

Sources and Uses:

FUND NAME:	Lottery	FUND CODE:	0419	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance				48,228,400	54,076,600	61,068,400	56,183,300	57,050,000
2. Encumbrances as of July 1				211,000	225,000	213,000	189,000	200,000
2a. Reappropriation (Legislative Carryover)				0	0	0	0	0
3. Beginning Cash Balance				49,439,400	54,301,600	61,281,400	56,372,300	57,250,000
4. Revenues (from Form B-11)				265,810,900	288,616,000	278,295,800	286,209,000	291,819,000
5. Non-Revenue Receipts and Other Adjustments				0	0	0	0	0
6. Statutory Transfers In:				0	0	0	0	0
7. Operating Transfers In:				0	0	0	0	0
8. Total Available for Year				314,250,300	342,917,600	339,577,200	342,581,300	349,069,000
9. Statutory Transfers Out:				48,500,000	53,500,000	60,000,000	55,500,000	56,500,000
10. Operating Transfers Out:				0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments				(133,400)	(317,400)	198,200	0	0
12. Cash Expenditures for Prior Year Encumbrances				200,300	218,500	206,600	189,000	200,000
13. Original Appropriation				6,189,300	6,057,700	6,159,100	6,299,800	6,492,700
14. Prior Year Reappropriations, Supplementals, Rescissions				0	0	(6,600)	0	0
15. Non-cogs, Receipts to Appropriation, etc				0	0	0	0	0
16. Reversions and Continuous Appropriations				205,417,500	222,390,400	216,836,600	223,542,500	227,826,300
17. Current Year Reappropriation				0	0	0	0	0
18. Reserve for Current Year Encumbrances				(225,000)	(213,000)	(189,000)	(200,000)	(200,000)
19. Current Year Cash Expenditures				211,381,800	228,235,100	222,800,100	229,642,300	234,119,000
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)				211,606,800	228,448,100	222,989,100	229,842,300	234,319,000
20. Ending Cash Balance				54,301,600	61,281,400	56,372,300	57,250,000	58,250,000
21. Prior Year Encumbrances as of June 30				0	0	0	0	0
22. Current Year Encumbrances as of June 30				225,000	213,000	189,000	200,000	200,000
22a. Current Year Reappropriation				0	0	0	0	0
23. Borrowing Limit				0	0	0	0	0
24. Ending Free Fund Balance				54,076,600	61,068,400	56,183,300	57,050,000	58,050,000
24a. Investments Direct by Agency (GL 1203)				0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments				54,076,600	61,068,400	56,183,300	57,050,000	58,050,000
26. Outstanding Loans (if this fund is part of a loan program)								

* Note:

Shaded areas in matrix are calculated. Numbers are rounded to hundreds of dollars. Font set to fit to page.

FORM 88.1: PROGRAM REQUEST BY DECISION UNIT

Agency/Department: Idaho Lottery
 Function/Division: State Lottery
 Activity/Program:

Original Request Date: August 28, 2020
 Revision Request Date:

Request for Fiscal Year : 2022
 Agency Number: 440
 Function/Activity Number: 01
 Budget Unit: SGCA
 Page: 9 of 31

Decision Unit Number: 12.01

Descriptive Title:

Description	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries		57,900			
2. Benefits		26,000			
3. Group Position Funding					
		\$83,900			
OPERATING EXPENDITURES by summary object:					
1.					
2.					
3.					
		TOTAL OPERATING EXPENDITURES:			
CAPITAL OUTLAY by summary object:					
1.					
2.					
3.					
		TOTAL CAPITAL OUTLAY:			
		T/B PAYMENTS:			
		LUMP SUM:			
		\$83,900			
GRAND TOTAL					

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

- What is being requested and why? Specifically, what problem is this request trying to solve and how does this request address that problem?
 - If a supplemental request, explain how this request arises to the level of being an emergency for the agency.
- Indicate the specific source of authority, whether in statute or rule, that supports this request.
- What is the agency staffing level, OE, or CO for this activity currently and how much funding, by source, is in the Base?
- What resources are necessary to implement this request?
 - List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.
 - Note any existing agency human resources that will be redirected to this new effort, how existing operations will be impacted, and anticipated oversight the position would have over other employees. Please indicate any requested personnel on the organizational chart submitted with this budget request.
 - List any additional operating funds and capital items needed and note onetime versus ongoing costs.
 - What is the basis for the requested resources? How were PC, OE, or CO needs projected? Was an RFI done to project estimated costs (if so, please attach a copy of the basis for your cost estimates)?
- Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, anticipated grant awards, or anticipated partnerships with other state agencies or other entities.
- 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?

FORM B8.1: PROGRAM REQUEST BY DECISION UNIT

Agency/Department: Idaho Lottery
 Function/Division: State Lottery
 Activity/Program: _____

Request for Fiscal Year : 2022
 Agency Number: 440
 Function/Activity Number: 01
 Budget Unit: SGCA

Original Request Date: August 28, 2020
 Revision Request Date: _____

Page: 10 of 31

Decision Unit Number: 12.02

Descriptive Title: _____

Description	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Administrative Services		99,000			
2.					
3.					
TOTAL OPERATING EXPENDITURES:		\$99,000			
CAPITAL OUTLAY by summary object:					
1.					
2.					
3.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL		\$99,000			

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

1. What is being requested and why? Specifically, what problem is this request trying to solve and how does this request address that problem?
 - a. If a supplemental request, explain how this request arises to the level of being an emergency for the agency.
2. Indicate the specific source of authority, whether in statute or rule, that supports this request.
3. What is the agency staffing level, OE, or CO for this activity currently and how much funding, by source, is in the Base?
4. 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, how existing operations will be impacted, and anticipated oversight the position would have over other employees. Please indicate any requested personnel on the organizational chart submitted with this budget request.
 - c. List any additional operating funds and capital items needed and note onetime versus ongoing costs.
 - d. What is the basis for the requested resources? How were PC, OE, or CO needs projected? Was an RFI done to project estimated costs (if so, please attach a copy of the basis for your cost estimates)?
6. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, anticipated grant awards, or anticipated partnerships with other state agencies or other entities.
7. 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?

FORM B8.1: PROGRAM REQUEST BY DECISION UNIT

Agency/Department: Idaho Lottery
 Function/Division: State Lottery
 Activity/Program: _____

Original Request Date: August 28, 2020
 Revision Request Date: _____

Request for Fiscal Year : 2022
 Agency Number: 440
 Function/Activity Number: 01
 Budget Unit: SGCA
 Page: 11 of 31

Description	Descriptive Title:				Total
	General	Dedicated	Federal	Other	
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits					
3. Group Position Funding					
TOTAL PERSONNEL COSTS:					
OPERATING EXPENDITURES by summary object:					
1. Computer Services		22,500			
2.					
3.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY by summary object:					
1.					
2.					
3.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL					
		\$22,500			

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

- What is being requested and why? Specifically, what problem is this request trying to solve and how does this request address that problem?
 - If a supplemental request, explain how this request arises to the level of being an emergency for the agency.
 - Indicate the specific source of authority, whether in statute or rule, that supports this request.
 - What is the agency staffing level, OE, or CO for this activity currently and how much funding, by source, is in the Base?
 - What resources are necessary to implement this request?
 - List by position: position titles, pay grades, full or part-time status, benefit eligibility, anticipated dates of hire and terms of service.
 - Note any existing agency human resources that will be redirected to this new effort, how existing operations will be impacted, and anticipated oversight the position would have over other employees. Please indicate any requested personnel on the organizational chart submitted with this budget request.
 - List any additional operating funds and capital items needed and note onetime versus ongoing costs.
 - What is the basis for the requested resources? How were PC, OE, or CO needs projected? Was an RFI done to project estimated costs (if so, please attach a copy of the basis for your cost estimates)?
- Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, anticipated grant awards, or anticipated partnerships with other state agencies or other entities.
- 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?

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

Personnel Costs - Information Technology Security Officer

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?

This position, Information Technology Security Officer, has been vacant since April 2019 . Because of multiple modifications in staffing and complications with the Covid pandemic, recruiting for this position didn't take place within the last budget year. We are requesting that the position be re-established as it was previously.

2. What resources are necessary to implement this request?

None - just the budget support/appropriation for the position.

3. What is the agency staffing level?

This position is currently vacant after the incumbent terminated employment in April of 2019.

4. What resources are necessary to implement this request?

Previously requested and approved funding.

5. Provide additional detail about the request, including one-time versus ongoing.

This is an ongoing appropriation request.

6. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, anticipated grant awards, or anticipated partnerships with other state agencies or other entities.

This is an ongoing, regular position request. None of the other items apply.

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

Information Security is of paramount importance to the integrity of the Idaho Lottery. Complications during the year (including a global pandemic) negatively impacted our ability to recruit for and fill this position.

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

Operating Increases - Shipping Costs

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?

The Lottery anticipates increased sales and resulting scratch ticket orders, which leads to increased shipping costs.

2. What resources are necessary to implement this request?

Just a slight increase in operating expenditure appropriation.

3. What is the agency staffing level?

There is no additional agency staffing level required.

4. What resources are necessary to implement this request?

None, beyond the slight increase in appropriation.

5. Provide additional detail about the request, including one-time versus ongoing.

This is an ongoing expenditure.

6. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, anticipated grant awards, or anticipated partnerships with other state agencies or other entities.

This is an ongoing expense for the Idaho Lottery. It is a basic cost of doing business via a rigorously and responsibly negotiated shipping contract.

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

The Lottery requires shipping services to provide products to our retailers. If this cost was not approved, we would likely have to request a supplemental appropriation and/or discontinue sales of Lottery Scratch products.

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

Operating - Computer Services - Office 365 Annual Subscription and Fiber Optic Cable

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?

This DU request simple ongoing software support required of the new Office 365 annual subscription. The second amount covers a routine upgrade to run fiber optic cable between two points within the Lottery offices to provide a clean data transmission and faster speeds.

2. What resources are necessary to implement this request?

None for the Office 365 and minimal cable running labor.

3. What is the agency staffing level?
Sufficient and N/A.

4. What resources are necessary to implement this request?
Minimal cable run.

5. Provide additional detail about the request, including one-time versus ongoing.
The Office 365 will be an ongoing and planned expense, running cable a simple one time cable run.

6. Provide additional detail about the request, including one-time versus ongoing. Include a description of major revenue assumptions, for example, whether there is a new customer base, fee structure changes, anticipated grant awards, or anticipated partnerships with other state
N/A

7. Who is being served by the request and what are the expected impacts of the funding request? If this request is not funded who and what are impacted?
The Idaho Lottery network is supported by Office 365. The cable run is a basic office upgrade and need.

16 of 31

Line Item	Description	Indicator Code	FY 22 Salary				FY22 Health Ben				FY 22 Var Ben				FY 2022 Total					
			FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 22 Total	FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 22 Total	FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 22 Total			
4.11	Appropriation Adjustments:																			
4.31	Reappropriation Supplemental		0.00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
5.00	FY 2021 TOTAL APPROPRIATION		45.00	2,459,900	646,100	511,100	3,617,100													
6.31	Expenditure Adjustments:																			
6.51	FTP or Fund Adjustment		0.00	0	0	0	0													
7.00	Transfer Between Programs		0.00	0	0	0	0													
	FY 2021 ESTIMATED EXPENDITURES		45.00	2,459,900	646,100	511,100	3,617,100													
8.31	Base Adjustments:																			
8.41	Transfer Between Programs		0.00	0	0	0	0													
8.51	Removal of One-Time Expenditures		0.00	0	0	0	0													
	Base Reduction		0.00	0	0	0	0													
9.00	FY 2022 BASE		45.00	2,459,900	646,100	511,100	3,617,100													
10.11	Change in Health Benefit Costs				55,000	17,000	56,000													
10.12	Change in Variable Benefits Costs																			
10.51	Subtotal CEC Base:		45.00	2,459,800	601,100	528,100	3,619,000													
10.61	Annualization			0	0	0	0													
10.61	CEC for Permanent Positions			24,300	0	5,400	29,700													
10.62	CEC for Group Positions			300	0	0	300													
10.63	CEC for Elected Officials & Commissioners			0	0	0	0													
11.00	FY 2022 PROGRAM MAINTENANCE		45.00	2,484,500	601,100	533,500	3,619,100													
12.01	Line Items:																			
12.02	Information Technology Security Officer	1		57,900	12,930	13,040	83,900													
12.03																				
13.00	FY 2022 TOTAL REQUEST		45.00	2,542,400	614,030	546,540	3,703,000													

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B						
AGENCY INFORMATION						
AGENCY NAME:	IDAHO LOTTERY					
Division/Bureau:						
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov			
Telephone Number:	208.780.2501	Fax Number:	208.334.3522			
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE			
Date Prepared:	7/22/2020	For Fiscal Year:	2021			
FACILITY INFORMATION (please list each facility separately by city and street address)						
Facility Name:	ADVANCED STORAGE CENTER					
City:	COEUR D'ALENE	County:	KOOTENAI			
Street Address:	6215 N GOVERNMENT WAY				Zip Code:	83815
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):		Lease Expires:	MONTH TO MONTH
FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.						
STORAGE UNIT UTILIZED BY IDAHO LOTTERY SALES REPRESENTATIVES WHO WORK IN THE FIELD FROM THEIR VEHICLES, AND WITHOUT OFFICE SPACE.						
COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.						
SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						
WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						
SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	300	300	300	300	300	300
FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$1,800.00	\$1,854.00	\$1,909.00	\$1,966.00	\$2,025.00	\$2,086.00
IMPORTANT NOTES:						
1. Please fill in the white sections only! If you have any questions, please call Melissa Broome @ 208-332-1933.						
2. Upon completion, please send to Melissa Broome at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov.						
3. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.						
4. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request.						
AGENCY NOTES:						

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

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE
Date Prepared:	7/22/2020	For Fiscal Year:	2021

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

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

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

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

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

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	60	60	60	60	60	60

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$649.00	\$668.40	\$688.00	\$709.00	\$730.00	\$752.00

IMPORTANT NOTES:

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

AGENCY NOTES:

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

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE
Date Prepared:	7/22/2020	For Fiscal Year:	2021

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

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

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

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

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

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:	30	30	30	30	30	30
Full-Time Equivalent Positions:	30	30	30	30	30	30
Temp. Employees, Contractors, Auditors, etc.:	0	0	0	0	0	0

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	13,004	13,004	13,004	13,004	13,004	13,004

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$259,068.00	\$266,840.04	\$274,845.00	\$283,090.00	\$291,583.00	\$300,330.00

IMPORTANT NOTES:

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

AGENCY NOTES:

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

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE
Date Prepared:	7/22/2020	For Fiscal Year:	2021

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

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

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

STORAGE UNIT USED TO STORE IDAHO LOTTERY EVENT TRAILERS

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

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	700	700	700	700	700	700

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$3,708.00	\$3,819.00	\$3,933.00	\$4,051.00	\$4,173.00	\$4,298.00

IMPORTANT NOTES:

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

AGENCY NOTES:

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

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE
Date Prepared:	7/22/2020	For Fiscal Year:	2021

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

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

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

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

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

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	80	80	80	80	80	80

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$864.00	\$889.90	\$916.00	\$944.00	\$972.00	\$1,001.00

IMPORTANT NOTES:

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

AGENCY NOTES:

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

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE
Date Prepared:	7/22/2020	For Fiscal Year:	2021

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

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

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

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

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

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	100	100	100	100	100	100

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$828.00	\$852.00	\$878.00	\$904.00	\$931.00	\$959.00

IMPORTANT NOTES:

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

AGENCY NOTES:

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

AGENCY INFORMATION

AGENCY NAME:	IDAHO LOTTERY		
Division/Bureau:			
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov
Telephone Number:	208.780.2501	Fax Number:	208.334.3522
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE
Date Prepared:	7/22/2020	For Fiscal Year:	2021

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

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

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

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

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

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	50	50	50	50	50	50

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

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$792.00	\$815.00	\$840.00	\$865.00	\$891.00	\$918.00

IMPORTANT NOTES:

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

AGENCY NOTES:

FIVE-YEAR FACILITY NEEDS PLAN, pursuant to IC 67-5708B						
AGENCY INFORMATION						
AGENCY NAME:	IDAHO LOTTERY					
Division/Bureau:						
Prepared By:	BECKY SCHROEDER	E-mail Address:	bschroeder@lottery.idaho.gov			
Telephone Number:	208.780.2501	Fax Number:	208.334.3522			
DFM Analyst:	KRISSY VESETH	LSO/BPA Analyst:	KEITH BYBEE			
Date Prepared:	7/22/2020	For Fiscal Year:	2021			
FACILITY INFORMATION (please list each facility separately by city and street address)						
Facility Name:	IDAHO LOTTERY WAREHOUSE					
City:	BOISE		ADA			
Street Address:	2740 S COLE ROAD, UNIT 310				Zip Code:	83709
Facility Ownership: (could be private or state-owned, use "X" to mark one):	Private Lease (use "X" to mark):	X	State Owned (use "X" to mark):		Lease Expires:	6/30/2023
FUNCTION/USE OF FACILITY: Could be administrative use, client counseling, hearing rooms, field offices, etc. Address any specialized needs which require additional square feet.						
WAREHOUSE USED TO STORE AND DISTRIBUTE LOTTERY TICKETS, HARDWARE AND EQUIPMENT.						
COMMENTS: Address reasons for expanding or relocating; amount of space leased to other state agencies, federal agencies, etc. & the amount of rent they pay for the use of your facility; or other comments which might be helpful.						
SURPLUS PROPERTY: Facilities to be disposed of and funds re-utilized for building replacement or renovation of facilities. This could also include leased facilities if the leased facility is to be vacated prior to the expiration date of the lease.						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Use "X" to mark the year facility would be surplus.						
WORK AREAS: Work areas are areas occupied by full-time employees, contractors, seasonal employees, auditors, etc. (3 people working in one building would be 3 work areas)						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024
Total Number of Work Areas:	3	3	3	3	3	3
Full-Time Equivalent Positions:	2	2	2	2	2	2
Temp. Employees, Contractors, Auditors, etc.:	0.5	0.5	0.5	0.5	0.5	0.5
SQUARE FEET: Use "net rentable" sq ft if in a facility leased from a private party; use "usable" sq ft if in a State-owned facility. Typically, this will be the figure shown in the Lease Agreement if leased from a private party or in the MOU if state-owned.						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	6,995	6,995	6,995	6,995	6,995	6,995
FACILITY COST: Include annual rent, plus any facility-related costs, such as utilities, janitorial service, property taxes or building maintenance which are not included in rent payment made to your Landlord. If improvements will need to be made to the facility and will be paid by the agency, this should be included as well. If the lease will be expiring and the future rent is not specified in the lease agreement, increase rent by 3%/yr. Increase all other facility-related costs by 3%/yr as well. Use "Calculation Sheet" tab below if necessary. Do not include telephone costs or rent discounts. If you anticipate moving to a new facility, you need to take into account any increase in sq ft leased and estimate a new market rate for the new facility. Do NOT use your old rate per sq ft – it may not be a realistic figure.						
FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Facility Cost/Yr:	\$50,270.00	\$51,778.00	\$53,331.00	\$54,931.00	\$56,579.00	\$58,276.00
IMPORTANT NOTES:						
1. Please fill in the white sections only! If you have any questions, please call Melissa Broome @ 208-332-1933.						
2. Upon completion, please send to Melissa Broome at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov.						
3. If you have five or more locations, please summarize the information on the Facility Information Summary Sheet and include this summary sheet with your submittal.						
4. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request.						
AGENCY NOTES:						

Part I – Agency Profile

Agency Overview

The Idaho State Lottery was established by citizen initiative in 1988 and is governed by Title 67, Chapter 74, *Idaho Code* for the purpose of operating the state lottery at the least public expense and the smallest staffing possible. Organizationally, the Idaho Lottery is categorized as a Self-Governing Agency.

The five-members of the Idaho Lottery Commission are appointed by the Governor and confirmed by the Idaho Senate for staggered five-year terms. They are responsible for setting policy for the agency and approving all major procurements. Commission members are: Chairman, Craig Corbett (Grace), Gary Michael (Boise), Susan Kerrick (Lewiston) and Grant Brackebusch (Silverton). Former Chairman, Mel Fisher, left the Commission in May 2020 after 17 years of service to focus on his law practice. Administrative responsibility for the agency rests with the Director, who is appointed by the Governor and confirmed by the Idaho Senate. Jeffrey R. Anderson has served as the Director since 2007.

The agency is organized into four divisions: Administration/Operations, Sales, Marketing, and Security. The Security division oversees a warehouse in Boise used for the storage and distribution of Scratch™ tickets. Lottery headquarters are located at 1199 Shoreline Lane in Boise. The agency has 45 authorized positions that are distributed as follows: Lottery Headquarters – 27, Warehouse – 1.9, Regional Sales Representatives (located throughout the state) – 15, for a total of 43.9 as of September 1, 2020.

Lottery products and their percentage of total sales fall into three play styles; Draw style games (17.6%), Scratch games (66.8%), and PullTab games (15.6%). Draw game sales are comprised of nine games: Powerball (41.8%), Mega Millions (27.1%), Idaho Cash (3.9%), Pick 3 (5.1%), Raffle (5.1%), Weekly Grand (3.2%), 5 Star Draw (3.1%), Lotto America (4.5%), and Lucky for Life (6.2%). Lottery tickets are sold by 1,177 contracted Lottery retailers statewide. These consist of convenience stores, supermarkets, and other retail locations. Retailers receive 5% of sales as a base commission and may earn additional payments in the form of sales and cashing bonuses. The total for such additional payments is limited by statute, §67-7414, to a statewide total of 1% of sales.

Fiscal Year 2020 was like no other in Idaho Lottery history. The year began with the Lottery celebrating its 30th Anniversary and setting an Official Guinness World Record for the most people scratching lottery tickets in one place at the same time. It was also a year in which the large jackpot games, Powerball and Mega Millions both suffered setbacks in their performance to plan, both before and during the COVID-19 pandemic. Despite the disruption, the Lottery achieved the second largest sales year in our history at \$277.6 million and recorded the second largest dividend to the People of Idaho at \$55.5 million.

Sales for Fiscal Year 2020 were resilient due to an increase in the Scratch ticket assortment of games. Year-over-year, sales increased by 9% (\$15 million). These games include many Idaho-designed original offerings, including six, successful holiday-themed games.

In-state Draw Games, as a category, increased 10% for the year, led by the introduction of the new \$5 game, *5 Star Draw*. The largest jackpot reached \$521,000 by the end of the Fiscal Year. Also adding to the success of in-state games was *Idaho Cash*. This game recorded three jackpot winners during the year including the largest in the game's history at \$381,000. The *Idaho \$1,000,000 Raffle* sold out ahead of goal five days prior to Christmas Eve.

The Idaho Lottery was created in 1988 by a vote of the people with the promise that proceeds and dividends from the sale of tickets would be used to benefit public education. When the Lottery sold its first ticket in July 1989, the annual dividend was split equally between the Idaho Department of Education's Public School Building Fund Account and the Idaho Department of Administration's Permanent Building Fund. The Department of Education used Lottery dividends for school facility improvements. The Permanent Building Fund projects provided maintenance, repair, and capital projects for the State's permanent facilities, many of which are on college campuses. A 2009 statutory change altered the Lottery proceeds distribution formula. It fixed the Public School

Building Account and Permanent Building Fund dividends at a minimum based on FY2008 distributions. When proceeds surpass the FY2008 minimum, up to three-eighths goes to the Public School Building Fund Account, up to three-eighths to the Permanent Building Fund, and up to one quarter to the Bond Levy Equalization Fund. The change was to sunset in 2017. A change in statute during the 2017 Legislative Session eliminated the sunset date for the Bond Levy Equalization Fund provision, extending the Lottery's funding formula to include the Bond Levy Equalization Fund in perpetuity.

In July 2020, the Idaho Lottery returned the second largest dividend in its 31-year history, \$55,500,000 to the People of Idaho. Since 1989, the Idaho Lottery has returned more than \$961,500,000 for its good causes.

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

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

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

Core Functions/Idaho Code

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

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

Revenue and Expenditures

Revenue	FY 2017	FY 2018	FY 2019	FY 2020
Lottery	<u>\$240,686,600</u>	<u>\$265,810,900</u>	<u>\$288,616,000</u>	<u>\$278,295,800</u>
Total	\$240,686,600	\$265,810,900	\$288,616,000	\$278,295,800
Expenditures	FY 2017	FY 2018	FY 2019	FY 2020
Appropriated*				
Personnel Costs	\$3,059,200	\$3,185,700	\$3,259,100	\$3,182,000
Operating Expenditures	2,505,200	1,720,300	1,781,200	\$1,865,500
Capital Outlay	85,900	119,500	93,100	\$121,400
Expenditures	FY 2017	FY 2018	FY 2019	FY 2020
Continuously Appropriated				
Prizes	160,304,900	176,187,700	190,047,400	185,846,800
Commissions	14,063,100	15,607,400	16,641,300	16,232,900
Advertising	3,431,500	3,779,800	4,622,800	3,814,100
Tickets	4,704,600	5,308,600	5,728,400	5,588,600
Service Provider	<u>4,159,700</u>	<u>5,851,900</u>	<u>6,397,000</u>	<u>6,199,400</u>
Total	\$192,314,100	\$211,760,900	\$228,570,300	\$222,850,700

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

Profile of Cases Managed and/or Key Services Provided

Cases Managed and/or Key Services Provided	FY 2017	FY 2018	FY 2019	FY 2020
Lottery Sales	\$239,929,900	\$265,084,600	\$287,912,900	\$277,602,500
Total Dividend Declared by Commission	\$48,500,000	\$53,500,000	\$60,000,000	\$55,500,000

Licensing Freedom Act

	FY 2017	FY 2018	FY 2019	FY 2020
IDAHO LOTTERY RETAILER LICENSES PROCESSED				
Total Number of Licenses	83	102	55	36
Number of New Applicants Denied Licensure	4	7	9	3
Number of Applicants Refused Continuation of a License	8	6	19	21
Number of Complaints Against Licensees	18	17	40	8
Number of Final Disciplinary Actions Against Licensees	0	0	0	0
CHARITABLE GAMING LICENSES PROCESSED				
Total Number of Licenses	179	178	180	183
Number of New Applicants Denied Licensure	0	1	4	4
Number of Applicants Refused Renewal of a License	0	0	0	0
Number of Complaints Against Licensees	0	0	0	0
Number of Final Disciplinary Actions Against Licensees	0	0	0	0

Red Tape Reduction Act

	As of July 1, 2019	As of July 1, 2020
Number of Chapters	Eliminated 2	0
Number of Words	Eliminated 1379	0
Number of Restrictions	Removed 40	0

Part II – Performance Measures

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

Performance Measure		FY 2017	FY 2018	FY 2019	FY 2020	FY 2021
Responsibly increase net revenues						
1. Total Revenue	actual	\$240,686,600	\$265,810,900	\$288,616,000	\$278,295,800	-----
	target	\$226,650,000	\$253,300,000	\$271,000,000	\$294,600,000	\$285,500,000
2. Net Operating Income	actual	\$48,372,500	\$54,050,000	\$60,045,700	\$55,445,100	-----
	target	\$48,000,000	\$50,500,000	\$54,500,000	\$60,500,000	\$56,500,000
Rigorously manage costs						
3. Total Operating Expenses	actual	\$192,314,100	\$211,760,900	\$228,570,300	\$222,850,700	-----
	target	\$178,650,000	\$202,800,000	\$216,500,000	\$234,100,000	\$229,000,000

Peer Benchmark Performance Measures		FY 2017		FY 2018		FY 2019		FY2020**	
		Peer Group*	Idaho						
1. Sales per capita	actual	\$137.38	\$139.74	\$147.62	\$154.38	\$153.29	\$157.66		\$152.01
	target		\$131.51		\$149.55		151.38		160.92
2. Admin costs as a %tage of sales	actual	7.0%	6.0%	7.0%	6.2%	6.5%	5.9%		6.2%
	target		6.2%		6.3%		6.2%		6.2%
3. Dividends as a %tage of sales	actual	23.6%	20.2%	23.5%	20.2%	23.8%	20.8%		20.0%
	target		21.4%		20.0%		20.1%		20.0%
4. Dividend increase %tage	actual	-3.4%	-2.0%	7.2%	10.3%	5.2%	12.1%		-7.5%
	target		-4.4%		3.3%		1.9%		.8%

Performance Measure Explanatory Notes

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

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

For More Information Contact:

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

Director Attestation for Performance Report

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

Department: IDAHO LOTTERY


Director's Signature

8/20/20
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