Agency Summary And Certification

177 -- Office of Information Technology

AUG 26 2020

Original Submission ___ or Rev No. ___ **FY2022 Request** Page ____ of ____ 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: 8/20/2020

Function/Activity	FY 2020 Total Appropriation	FY 2020 Total Expenditures	FY 2021 Original Appropriation	FY 2021 Estimated Expenditures	FY 2022 Total Request
Office of Information Technology	10,992,300	10,520,200	18,411,400	18,252,300	15,772,800
Total	10,992,300	10,520,200	18,411,400	18,252,300	15,772,800

By Fund Source	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
G 0001-00 General Fund	2,670,300	2,654,000	3,182,900	3,023,800	1,780,800
D 0128-00 Technology Infrastructure Stabilization Fund	690,600	689,200	0	0	0
O 0450-00 Administration and Accounting Services	7,631,400	7,177,000	15,228,500	15,228,500	13,992,000
Total	10,992,300	10,520,200	18,411,400	18,252,300	15,772,800

By Object	Total Appropriation	Actual Expenditures	Original Appropriation	Estimated Expenditures	Total Request
Personnel Costs	6,506,200	6,202,700	13,022,000	12,922,000	13,325,000
Operating Expenditures	4,446,100	4,278,900	5,389,400	5,330,300	2,447,800
Capital Outlay	40,000	38,600	0	0	0
Trustee And Benefit Payments	0	0	0	0	0
Lump Sum	0	0	0	0	0
Total	10,992,300	10,520,200	18,411,400	18,252,300	15,772,800
FTP Total	66.00	66.00	135.00	135.00	135.00

FORM B3: DIVISION DESCRIPTIONS

Agency/Department: Office of Information Technology Services

Division:

Request for Fiscal Year : 2022

Agency Number: 177

Original Request Date:	Revision Request Date:
August 1, 2020	

Page: _____ of _____

The Office of Technology Services (ITS) operates the state network and coordinated internet, consolidated messaging, telephone, and data and video transmission services. The office was enacted July 1, 2018, when the Information Technology programs was eliminated at the Department of Administration and moved to the Office of Information Technology Services in the Office of the Governor as a result of H607 of 2018. The office also coordinates the Idaho Technology Authority (ITA), which reviews and evaluates the information technology and telecommunications systems in use by state agencies, and prepares statewide short and long range IT and Telecommunications Plans. Within the context of those plans, the ITA establishes statewide IT and telecommunications polices, standards, guidelines and conventions assuring uniformity and compatibility of state agency systems. Statutory authority for ITS and ITA is found in Sections 67-827A and 67-833, Idaho Code.

ITS Functional Overview
(DRAFT)

Administrator/ Deputy Administrator

Chief Technology Officer (5)

* IT Architecture (2)
* Software Licensing (2)
* IT Governance
* IT Procurement/Purchasing

Chief Info Security Officer (6)

* Cybersecurity Policy
* Incident Resp.
* Training and Education
* IT Risk Management
* Compliance/Audit
* Policy management

Business Operations Manager (10)

* Budget
* Billing
* Finance
* Purchasing

GIS Manager (4)

Human Resources (1)

Chief of Operations (108)

Network and Security Operations (17)

* Firewall
* ISE
* Endpoint and Mobile Security
* VPN
* Web Security
* Vulnerability Management
* Incident Management
* Encryption Management
* SIEM
* Cloud Security (Azure/AWS/Other)
* Vulnerability Scanning
* Compliance Scanning
* e-Discovery

* LAN/WAN
* Router/Switch
* Internet Services
* IP Address Management
* Network Monitoring
* Cloud Networking
* Router/Switch
* Wireless Networking
* Voice Gateway/SIP
* Documentation Services
* Datacenter Services
* SD-WAN and Automation

Service Desk (29)

* District Support
* Desktop Support
* Conferencing
* Collaboration
* Mobile Device Support
* Asset Management

Application Services (26)

* Software Development
* Application Support
* Web Hosting
* FTP Administration
* SharePoint Administration
* DMZ Administration
* ARIN .Gov DigiCert
* Cloud Hosting Services
* SaaS (Azure/AWS/Private)

Server. Storage, Systems Admin, Projects (35)

* Server Management
* Storage/Backup/Archiving
* DNS InfoBlox
* DNS Bind
* F5 Administration
* Solar Winds Admin
* Asset Management
* Office 365 Administration
* Datacenter Operations
* Disaster Recovery Operations
* VoIP/Video Call Manager
* Project Support/Delivery
* COOP Support
* IaaS (Azure/AWS/Private)

FY 2022 Agency Budget - Request

Line Item Report

Agency: 177 Office of Information Technology

Decision Unit	Priority	Agency Request FTP	General	Total
Office of Information Technology				
12.01 Health Benefits Cost	1	0.00	0	790,000
		0.00	**0**	**790,000**

FY 2022 Agency Budget - Request

Detail Report

Agency: 177 - Office of Information Technology

Function: 01 - Office of Information Technology

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2020 Total Appropriation								
1.00								
0001-00	General	8.65	1,049,000	1,581,300	40,000	0	0	2,670,300
0128-00	Dedicated	0.00	0	690,600	0	0	0	690,600
0450-00	Other	57.35	5,457,200	2,174,200	0	0	0	7,631,400
	Total	**66.00**	**6,506,200**	**4,446,100**	**40,000**	**0**	**0**	**10,992,300**
1.51 Gov's Holdback/Bd of Examiner's Reduction								
FY20 Gov's Holdback								
OT 0001-00	General	0.00	0	(16,300)	0	0	0	(16,300)
	Total	**0.00**	**0**	**(16,300)**	**0**	**0**	**0**	**(16,300)**
1.61 Reverted Appropriation Balances								
Reversion of funds.								
0001-00	General	0.00	0	(256,100)	(116,100)	0	0	(372,200)
0128-00	Dedicated	0.00	0	0	(1,400)	0	0	(1,400)
0450-00	Other	0.00	(303,500)	(150,900)	0	0	0	(454,400)
	Total	**0.00**	**(303,500)**	**(407,000)**	**(117,500)**	**0**	**0**	**(828,000)**
1.71 Reappropriation								
Re-appropriation authority by the legislature for COVID funds.								
0001-00	General	0.00	0	256,100	116,100	0	0	372,200
	Total	**0.00**	**0**	**256,100**	**116,100**	**0**	**0**	**372,200**
FY 2020 Actual Expenditures								
0001-00	General	8.65	1,049,000	1,581,300	40,000	0	0	2,670,300
OT 0001-00	General	0.00	0	(16,300)	0	0	0	(16,300)
0128-00	Dedicated	0.00	0	690,600	(1,400)	0	0	689,200
0450-00	Other	57.35	5,153,700	2,023,300	0	0	0	7,177,000
	Total	**66.00**	**6,202,700**	**4,278,900**	**38,600**	**0**	**0**	**10,520,200**
FY 2021 Original Appropriation								
3.00								
0001-00	General	8.65	1,060,400	684,100	0	0	0	1,744,500
OT 0001-00	General	0.00	790,000	648,400	0	0	0	1,438,400
OT 0128-00	Dedicated	0.00	0	0	0	0	0	0
0450-00	Other	126.35	11,171,600	1,763,700	0	0	0	12,935,300
OT 0450-00	Other	0.00	0	2,293,200	0	0	0	2,293,200
	Total	**135.00**	**13,022,000**	**5,389,400**	**0**	**0**	**0**	**18,411,400**

FY 2022 Agency Budget - Request

Detail Report

Agency: 177 - Office of Information Technology

Function: 01 - Office of Information Technology

	FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2021 Total Appropriation							
0001-00 General	8.65	1,060,400	684,100	0	0	0	1,744,500
OT 0001-00 General	0.00	790,000	648,400	0	0	0	1,438,400
OT 0128-00 Dedicated	0.00	0	0	0	0	0	0
0450-00 Other	126.35	11,171,600	1,763,700	0	0	0	12,935,300
OT 0450-00 Other	0.00	0	2,293,200	0	0	0	2,293,200
Total	**135.00**	**13,022,000**	**5,389,400**	**0**	**0**	**0**	**18,411,400**
Expenditure Adjustments							
6.21 Governor's Holdback							
FY21 5% reduction Governor's Holdback							
OT 0001-00 General	0.00	(100,000)	(59,100)	0	0	0	(159,100)
Total	**0.00**	**(100,000)**	**(59,100)**	**0**	**0**	**0**	**(159,100)**
FY 2021 Estimated Expenditures							
0001-00 General	8.65	1,060,400	684,100	0	0	0	1,744,500
OT 0001-00 General	0.00	690,000	589,300	0	0	0	1,279,300
OT 0128-00 Dedicated	0.00	0	0	0	0	0	0
0450-00 Other	126.35	11,171,600	1,763,700	0	0	0	12,935,300
OT 0450-00 Other	0.00	0	2,293,200	0	0	0	2,293,200
Total	**135.00**	**12,922,000**	**5,330,300**	**0**	**0**	**0**	**18,252,300**
Base Adjustments							
8.41 Removal of One-Time Expenditures							
OT 0001-00 General	0.00	(790,000)	(648,400)	0	0	0	(1,438,400)
OT 0450-00 Other	0.00	0	(2,293,200)	0	0	0	(2,293,200)
Total	**0.00**	**(790,000)**	**(2,941,600)**	**0**	**0**	**0**	**(3,731,600)**
8.48 Removal of One-Time Expenditures							
Restore FY21 5% Governor's Holdback							
OT 0001-00 General	0.00	100,000	59,100	0	0	0	159,100
Total	**0.00**	**100,000**	**59,100**	**0**	**0**	**0**	**159,100**
FY 2022 Base							
0001-00 General	8.65	1,060,400	684,100	0	0	0	1,744,500
OT 0001-00 General	0.00	0	0	0	0	0	0
OT 0128-00 Dedicated	0.00	0	0	0	0	0	0
0450-00 Other	126.35	11,171,600	1,763,700	0	0	0	12,935,300
OT 0450-00 Other	0.00	0	0	0	0	0	0
Total	**135.00**	**12,232,000**	**2,447,800**	**0**	**0**	**0**	**14,679,800**

		FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
Program Maintenance								
10.11 Change in Health Benefit Costs								
Health Benefit increase cost.								
0001-00	General	0.00	19,200	0	0	0	0	19,200
0450-00	Other	0.00	116,500	0	0	0	0	116,500
	Total	**0.00**	**135,700**	**0**	**0**	**0**	**0**	**135,700**
10.12 Change in Variable Benefit Costs								
change in variable benefit costs.								
0001-00	General	0.00	8,600	0	0	0	0	8,600
0450-00	Other	0.00	51,700	0	0	0	0	51,700
	Total	**0.00**	**60,300**	**0**	**0**	**0**	**0**	**60,300**
10.61 Salary Multiplier - Regular Employees								
1% CEC								
0001-00	General	0.00	8,500	0	0	0	0	8,500
0450-00	Other	0.00	98,500	0	0	0	0	98,500
	Total	**0.00**	**107,000**	**0**	**0**	**0**	**0**	**107,000**
FY 2022 Total Maintenance								
0001-00	General	8.65	1,096,700	684,100	0	0	0	1,780,800
OT 0001-00	General	0.00	0	0	0	0	0	0
OT 0128-00	Dedicated	0.00	0	0	0	0	0	0
0450-00	Other	126.35	11,438,300	1,763,700	0	0	0	13,202,000
OT 0450-00	Other	0.00	0	0	0	0	0	0
	Total	**135.00**	**12,535,000**	**2,447,800**	**0**	**0**	**0**	**14,982,800**
Line Items								
12.01 Health Benefits Cost								
With the "on time" funding given in FY21, for the error in requesting total benefit costs, our Personal Cost (PC) shows a "short fall" in funding for our staff. ITS request these funds, $790,000, as on-going Dedicated Funds for ITS PC. The FY22 "B-6" reflects this decrease in the General Fund.								
0450-00	Other	0.00	790,000	0	0	0	0	790,000
	Total	**0.00**	**790,000**	**0**	**0**	**0**	**0**	**790,000**

FY 2022 Agency Budget - Request

Detail Report

Agency: 177 - Office of Information Technology

Function: 01 - Office of Information Technology

			FTP	Personnel Cost	Operating Expense	Capital Outlay	Trustee/ Benefit	Lump Sum	Total
FY 2022 Total									
	0001-00	General	8.65	1,096,700	684,100	0	0	0	1,780,800
OT	0001-00	General	0.00	0	0	0	0	0	0
OT	0128-00	Dedicated	0.00	0	0	0	0	0	0
	0450-00	Other	126.35	12,228,300	1,763,700	0	0	0	13,992,000
OT	0450-00	Other	0.00	0	0	0	0	0	0
		Total	**135.00**	**13,325,000**	**2,447,800**	**0**	**0**	**0**	**15,772,800**

FORM B11: REVENUE

Agency/Department: Office of the Governor
Program (If applicable) Office of Information Technology Services

Request for Fiscal Year: 2022
Agency Number: 177
Budget Unit (If Applicable): TEAB & TEAB
Function/Activity Number (If Applicable): 1

Original Request Date: 7/30/20
Revision Request Date:

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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
0450	02	Administravitve & Accounting Idaho State Network Cont		1501 2501	Sale of Services-Cont Approp interest		2,516,900 4,200	2,660,100 400	2,660,100 400	2,660,100 400
0450	**02**	**Administravitve & Accounting FUND TOTAL**				**$0**	**$2,521,100**	**$2,660,500**	**$2,660,500**	**$2,660,500**
0450	04	Administravitve & Accounting Idaho State Network Dedicated		1501 2501	Sale of Services-Dedicated interest		798,600 (900)	1,385,100 4,600	1,385,100 4,600	1,385,100 4,600
0450	**04**	**Administravitve & Accounting FUND TOTAL**				**$0**	**$797,700**	**$1,389,700**	**$1,389,700**	**$1,389,700**
0450	18	Administravitve & Accounting IBOL Support		1501 2501	Sale of Services/Other interest		80,000 (200)	85,900 (300.00)	85,900 (300.00)	85,900 (300.00)
0450	**18**	**Administravitve & Accounting FUND TOTAL**				**$0**	**$79,800**	**$2,865,000**	**$85,600**	**$85,600**
0450	22	Administravitve & Accounting Telephone Dedicated		1501 2501	Sale of Services-Dedicated interest		438,400 4,600	432,000 4,700	432,000 4,700	432,000 4,700
0450	**22**	**Administravitve & Accounting FUND TOTAL**				**$0**	**$443,000**	**$436,700**	**$436,700**	**$436,700**
0450	32	Administravitve & Accounting Telephone Continous		1501 2501	Sale of Services-Cont Approp interest		1,681,300 400	1,719,300 2,700	1,719,300 2,700	1,719,300 2,700
0450	**32**	**Administravitve & Accounting FUND TOTAL**				**$0**	**$1,681,700**	**$1,722,000**	**$1,722,000**	**$1,722,000**
0450	35	Administravitve & Accounting ITA		1501 2501	Sale of Services interest		598,600 5,300	560,500 2,800	560,500 2,800	560,500 2,800

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
0450	35	Administravitve & Accounting		FUND TOTAL		$0	$603,900	$563,300	$563,300	$563,300
				GRAND TOTAL		$0	$6,127,200	$9,637,200	$6,857,800	$6,857,800

SIGNIFICANT ASSUMPTIONS

Fund No.	Fund Detail No.	Fund Name	Significant Assumption Number	Provide Details for any Significant Assumptions Listed	FY 2022 Estimated Impact
					$0
					$0
					$0
					$0
					$0
					$0

FORM B11: REVENUE

Agency/Department: Office of the Governor
Program (If applicable) Office of Information Technology Services

Request for Fiscal Year: 2022
Agency Number: 177
Budget Unit (If Applicable): TEAB & TEAB
Function/Activity Number (If Applicable): 1

Original Request Date: 7/30/20
Revision Request Date:

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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
0450	38	Administravitve & Accounting Enterprise Services-Ded		1501	Sale of Services-Cont Approp		1,103,200	5,048,000	5,048,000	5,048,000
				2501	interest		9,400	10,700	10,700	10,700
0450	**38**	**Administravitve & Accounting**		**FUND TOTAL**		**$0**	**$1,112,600**	**$5,058,700**	**$5,058,700**	**$5,058,700**
0450	39	Administravitve & Accounting Enterprise Services-Cont		1501	Sale of Services-Dedicated		908,100	1,988,600	1,988,600	1,988,600
				2501	interest		1,600	1,300	1,300	1,300
0450	**39**	**Administravitve & Accounting**		**FUND TOTAL**		**$0**	**$909,700**	**$1,989,900**	**$1,989,900**	**$1,989,900**
				FUND TOTAL		**$0**	**$0**	**$0**	**$0**	**$0**
				FUND TOTAL		**$0**	**$0**	**$0**	**$0**	**$0**
				FUND TOTAL		**$0**	**$0**	**$0**	**$0**	**$0**
				TOTAL PAGE TWO (2)		**$0**	**$2,022,300**	**$7,048,600**	**$7,048,600**	**$7,048,600**
				TOTAL PAGE THREE (3)		**$0**	**$6,127,200**	**$9,637,150**	**$6,857,750**	**$6,857,750**
				GRAND TOTALS		**$0**	**$8,149,500**	**$16,685,750**	**$13,906,350**	**$13,906,350**

SIGNIFICANT ASSUMPTIONS

FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

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Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: Idaho State Network-Continuous	FUND CODE: 0450-02	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance		**0**	**0**	**140,700**	**5,100**	**5,100**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**140,700**	**5,100**	**5,100**
4. Revenues (from Form B-11)		0	2,521,100	2,660,500	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	(54,600)	(112,700)	0	
6. Statutory Transfers in:	Fund or Reference:	0	354,200	0	0	
7. Operating Transfers in:	Fund or Reference:	0	200	0	0	0
8. Total Available for Year		**0**	**2,820,900**	**2,688,500**	**5,100**	**5,100**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	0	0	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*0*	*0*	*0*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*2,680,200*	*2,683,400*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**2,680,200**	**2,683,400**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**2,680,200**	**2,683,400**	**0**	**0**
20. Ending Cash Balance		**0**	**140,700**	**5,100**	**5,100**	**5,100**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**140,700**	**5,100**	**5,100**	**5,100**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**140,700**	**5,100**	**5,100**	**5,100**
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 B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

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Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: Idaho State Network-Dedicated	**FUND CODE:** 0450-04	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance		**0**	**0**	**(98,800)**	**38,100**	**38,100**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**(98,800)**	**38,100**	**38,100**
4. Revenues (from Form B-11)		0	797,700	1,389,800	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	(8,300)	116,000	0	
6. Statutory Transfers in:	Fund or Reference:	0	(287,000)	0	0	
7. Operating Transfers in:	Fund or Reference:	0	0	0	0	0
8. Total Available for Year		**0**	**502,400**	**1,407,000**	**38,100**	**38,100**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	0	124,400	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*0*	*601,200*	*1,244,500*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*0*	*0*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**601,200**	**1,244,500**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**601,200**	**1,244,500**	**0**	**0**
20. Ending Cash Balance		**0**	**(98,800)**	**38,100**	**38,100**	**38,100**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**(98,800)**	**38,100**	**38,100**	**38,100**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**(98,800)**	**38,100**	**38,100**	**38,100**
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 B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

Page _____ of _____

Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: ITS IBOL Support	**FUND CODE:** 0450-18	**FY 2018 Actual**	**FY 2019 Actual**	**FY 2020 Actual**	**FY 2021 Estimate**	**FY 2022 Estimate**
1. Beginning Free Fund Balance		**0**	**0**	**(13,100)**	**(7,300)**	**(7,300)**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**(13,100)**	**(7,300)**	**(7,300)**
4. Revenues (from Form B-11)		0	79,800	85,600	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	0	0	0	
6. Statutory Transfers in:	Fund or Reference:	0	(8,700)	0	0	
7. Operating Transfers in:	Fund or Reference:	0	0	0	0	0
8. Total Available for Year		**0**	**71,100**	**72,500**	**(7,300)**	**(7,300)**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	0	0	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*0*	*84,200*	*79,800*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*0*	*0*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**84,200**	**79,800**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**84,200**	**79,800**	**0**	**0**
20. Ending Cash Balance		**0**	**(13,100)**	**(7,300)**	**(7,300)**	**(7,300)**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**(13,100)**	**(7,300)**	**(7,300)**	**(7,300)**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**(13,100)**	**(7,300)**	**(7,300)**	**(7,300)**
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 B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

Page _____ of _____

Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: Telephone-Dedicated	FUND CODE: 0450-22	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance		**0**	**0**	**175,800**	**165,600**	**165,600**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**175,800**	**165,600**	**165,600**
4. Revenues (from Form B-11)		0	443,000	436,800	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	(20,400)	(14,400)	0	
6. Statutory Transfers in:	Fund or Reference:	0	272,500	0	0	
7. Operating Transfers in:	Fund or Reference:	0	0	0	0	0
8. Total Available for Year		**0**	**695,100**	**598,200**	**165,600**	**165,600**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	300	0	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*0*	*534,000*	*432,600*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*94,000*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*(109,000)*	*0*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**519,000**	**432,600**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**519,000**	**432,600**	**0**	**0**
20. Ending Cash Balance		**0**	**175,800**	**165,600**	**165,600**	**165,600**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**175,800**	**165,600**	**165,600**	**165,600**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**175,800**	**165,600**	**165,600**	**165,600**
26. Outstanding Loans (if this fund is part of a loan program)						

*Note:

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FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

Page _____ of _____

Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: Telephone-Continous	FUND CODE: 0450-32	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance		**0**	**0**	**105,900**	**(45,900)**	**(45,900)**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**105,900**	**(45,900)**	**(45,900)**
4. Revenues (from Form B-11)		0	1,681,700	1,722,100	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	(80,200)	(135,100)	0	
6. Statutory Transfers in:	Fund or Reference:	0	2,100	0	0	
7. Operating Transfers in:	Fund or Reference:	0	0	0	0	0
8. Total Available for Year		**0**	**1,603,600**	**1,692,900**	**(45,900)**	**(45,900)**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	600	0	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*0*	*0*	*0*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*1,497,100*	*1,738,800*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**1,497,100**	**1,738,800**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**1,497,100**	**1,738,800**	**0**	**0**
20. Ending Cash Balance		**0**	**105,900**	**(45,900)**	**(45,900)**	**(45,900)**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**105,900**	**(45,900)**	**(45,900)**	**(45,900)**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**105,900**	**(45,900)**	**(45,900)**	**(45,900)**
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 B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

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Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: Idaho Technology Authority		FUND CODE: 0450-35	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance			**0**	**0**	**11,900**	**41,100**	**41,100**
2. Encumbrances as of July 1			0	0	0	0	0
2a. Reappropriation (Legislative Carryover)			0	0	0	0	0
3. Beginning Cash Balance			**0**	**0**	**11,900**	**41,100**	**41,100**
4. Revenues (from Form B-11)			0	603,900	564,900	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit		0	0	54,400	0	
6. Statutory Transfers in:	Fund or Reference:		0	(200)	0	0	
7. Operating Transfers in:	Fund or Reference:		0	0	0	0	0
8. Total Available for Year			**0**	**603,700**	**631,200**	**41,100**	**41,100**
9. Statutory Transfers Out:	Fund or Reference:		0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:		0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts		0	0	54,400	0	0
12. Cash Expenditures for Prior Year Encumbrances			0	0	0	0	0
13. Original Appropriation			*0*	*591,800*	*535,700*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions			*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc			*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations			*0*	*0*	*0*	*0*	*0*
17.Current Year Reappropriation			*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances			*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures			**0**	**591,800**	**535,700**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)			**0**	**591,800**	**535,700**	**0**	**0**
20. Ending Cash Balance			**0**	**11,900**	**41,100**	**41,100**	**41,100**
21. Prior Year Encumbrances as of June 30			0	0	0	0	0
22. Current Year Encumbrances as of June 30			0	0	0	0	0
22a. Current Year Reappropriation			0	0	0	0	0
23. Borrowing Limit			0	0	0	0	0
24. Ending Free Fund Balance			**0**	**11,900**	**41,100**	**41,100**	**41,100**
24a. Investments Direct by Agency (GL 1203)			0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments			**0**	**11,900**	**41,100**	**41,100**	**41,100**
26. Outstanding Loans (if this fund is part of a loan program)							

*Note:

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FORM B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

Page _____ of _____

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FUND NAME: Enterprise Services-Dedicated	**FUND CODE:** 0450-38	FY 2018 Actual	FY 2019 Actual	FY 2020 Actual	FY 2021 Estimate	FY 2022 Estimate
1. Beginning Free Fund Balance		**0**	**0**	**94,000**	**264,900**	**264,900**
2. Encumbrances as of July 1		0	0	169,100	13,600	13,600
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**263,100**	**278,500**	**278,500**
4. Revenues (from Form B-11)		0	1,112,600	5,059,000	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	0	(3,700)	0	
6. Statutory Transfers in:	Fund or Reference:	0	379,100	0	0	
7. Operating Transfers in:	Fund or Reference:	0	200	0	0	0
8. Total Available for Year		**0**	**1,491,900**	**5,318,400**	**278,500**	**278,500**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	0	0	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	169,100	0	0
13. Original Appropriation		*0*	*1,493,000*	*4,884,400*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*(95,100)*	*0*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*(169,100)*	*(13,600)*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**1,228,800**	**4,870,800**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**1,397,900**	**4,884,400**	**0**	**0**
20. Ending Cash Balance		**0**	**263,100**	**278,500**	**278,500**	**278,500**
21. Prior Year Encumbrances as of June 30		0	0	0	13,600	13,600
22. Current Year Encumbrances as of June 30		0	169,100	13,600	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**94,000**	**264,900**	**264,900**	**264,900**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**94,000**	**264,900**	**264,900**	**264,900**
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 B12: ANALYSIS OF FUND BALANCES

Request for Fiscal Year : 2022

Agency/Department: Office of Information Technologies Services

Agency Number: 177

Original Request Date: July 20, 2020 or Revision Request Date: _____

Page _____ of _____

Sources and Uses: Idaho Code 67-828 allows Information Technology Services (ITS) to bill for goods and services provided to the public and political entites. ITS bills for statewide network and security services for state agencies and other political entities to access the internet. Receipts are used to pay for servers, software, mainenance, salaries, and other costs necessary to provice network and security services.

FUND NAME: Enterprise Services-Continous	**FUND CODE:** 0450-39	**FY 2018 Actual**	**FY 2019 Actual**	**FY 2020 Actual**	**FY 2021 Estimate**	**FY 2022 Estimate**
1. Beginning Free Fund Balance		**0**	**0**	**66,500**	**112,300**	**112,300**
2. Encumbrances as of July 1		0	0	0	0	0
2a. Reappropriation (Legislative Carryover)		0	0	0	0	0
3. Beginning Cash Balance		**0**	**0**	**66,500**	**112,300**	**112,300**
4. Revenues (from Form B-11)		0	909,700	1,989,900	0	0
5. Non-Revenue Receipts and Other Adjustments	Suspense, borrowing limit	0	(22,300)	5,700	0	
6. Statutory Transfers in:	Fund or Reference:	0	58,600	0	0	
7. Operating Transfers in:	Fund or Reference:	0	100	0	0	0
8. Total Available for Year		**0**	**946,100**	**2,062,100**	**112,300**	**112,300**
9. Statutory Transfers Out:	Fund or Reference:	0	0	0	0	0
10. Operating Transfers Out:	Fund or Reference:	0	0	0	0	0
11. Non-Expenditure Disbursements and Other Adjustments	Refunds, Clearing, P-card pymts	0	100	200	0	0
12. Cash Expenditures for Prior Year Encumbrances		0	0	0	0	0
13. Original Appropriation		*0*	*0*	*0*	*0*	*0*
14. Prior Year Reappropriations, Supplementals, Rescissions		*0*	*0*	*0*	*0*	*0*
15. Non-cogs, Receipts to Appropriation, etc		*0*	*0*	*0*	*0*	*0*
16. Reversions and Continuous Appropriations		*0*	*879,500*	*1,949,600*	*0*	*0*
17.Current Year Reappropriation		*0*	*0*	*0*	*0*	*0*
18. Reserve for Current Year Encumbrances		*0*	*0*	*0*	*0*	*0*
19. Current Year Cash Expenditures		**0**	**879,500**	**1,949,600**	**0**	**0**
19a. Budgetary Basis Expenditures (CY Cash Exp + CY Enc)		**0**	**879,500**	**1,949,600**	**0**	**0**
20. Ending Cash Balance		**0**	**66,500**	**112,300**	**112,300**	**112,300**
21. Prior Year Encumbrances as of June 30		0	0	0	0	0
22. Current Year Encumbrances as of June 30		0	0	0	0	0
22a. Current Year Reappropriation		0	0	0	0	0
23. Borrowing Limit		0	0	0	0	0
24. Ending Free Fund Balance		**0**	**66,500**	**112,300**	**112,300**	**112,300**
24a. Investments Direct by Agency (GL 1203)		0	0	0	0	0
24b. Ending Free Fund Balance Including Direct Investments		**0**	**66,500**	**112,300**	**112,300**	**112,300**
26. Outstanding Loans (if this fund is part of a loan program)						

*Note:

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FORM B8.1: PROGRAM REQUEST BY DECISION UNIT

Agency/Department: Office of Information Technollogy Services
Function/Division:
Activity/Program:

Request for Fiscal Year : 2022
Agency Number: 177
Function/Activity Number:
Budget Unit:

Original Request Date: August 5, 2020
Revision Request Date:

Page: of

Decision Unit Number: 12.01 **Descriptive Title:** **Health Benefits Cost short fall**

Description	General	Dedicated	Federal	Other	Total
FULL TIME POSITIONS (FTP)					
PERSONNEL COSTS:					
1. Salaries					
2. Benefits		790,000			$790,000
3. Group Position Funding					
TOTAL PERSONNEL COSTS:		**$790,000**			**$790,000**
OPERATING EXPENDITURES **by summary object:**					
1. Ongoing Maintenance Costs					
2.					
3.					
TOTAL OPERATING EXPENDITURES:					
CAPITAL OUTLAY **by summary object:**					
1. Network Hardware					
2.					
3.					
TOTAL CAPITAL OUTLAY:					
T/B PAYMENTS:					
LUMP SUM:					
GRAND TOTAL		**$790,000**			**$790,000**

Attach as many pages as necessary to respond to the following questions: **see attached document**

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?

B.8.1 Attach as many pages as necessary to respond to the following questions:

12.01 Health Benefits Cost short fall

1. What is being requested and why? Specifically, what problem is this request trying to solve and how does this request address that problem?

Within the FY21 budget ITS requested additional support for 74.00 FTP's for Phase II Modernization. This request was approved for 69 FTP's at the cost of $6,309,200 General Fund however the request did not include health benefit costs which was budgeted at the benefit cost rate of $11,650 per FTP or $790,000. These additional needed funds were given to ITS FY21 in a supplemental as a "one time" spending which will cause a short fall in health benefit expenses in FY22. ITS request these funds be added as "on going" to our Dedicated Fund base appropriation in the amount of $790,000. No additional rate increase needed as this was included in the B6 FY22 appropriation "change in Health Benefit Costs".

a. If a supplemental request, explain how this request arises to the level of being an emergency for the agency. **N/A**

2. Indicate the specific source of authority, whether in statute or rule, that supports this request.

This request supports Health Benefit costs, on going expense, for ITS Staff, which is part of the excellent benefit package given when hired within the State of Idaho.

3. What is the agency staffing level, OE, or CO for this activity currently and how much funding, by source, is in the Base? **N/A**

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.

No additional resources by position are required for this request.

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.

No organizational changes are required to support this request.

c. List any additional operating funds and capital items needed and note onetime versus ongoing costs. **N/A**

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)?

The basis for this request comes from the short fall requested in FY21 for benefit costs and the funds being given as "on time" spending.

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.

With the "on time" funding given in FY21 for the error in requesting total benefit costs, our Personal Cost (PC) for benefits now shows a "short fall" in being able to fund our staff. ITS request these funds, $790,000, as ongoing Dedicated Funds for our ITS PC. The "B-6" form reflects this decrease, one time, of $790,000 in General Fund.

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?

The agencies within the State of Idaho are being served by this request, which was granted in the FY21 budget, for the additional FTP's for Phase II Modernization. With the request being give as "one time" the health benefit costs will not cover the PC base appropriation without funding as on going.

FORM B6: WAGE & SALARY RECONCILIATION

Agency/Department: Office of the Governor
Function/Division: Information Technology Services, Office of
Activity/Program: Information Technology Services, Office of

Agency Number: 177
Function/Activity Number:
Budget Unit: TEAB
Fiscal Year: 2022

Original Request Date:
Revision Date: Revision #:

Fund Name: General
Fund Number: 0001-00
Budget Submission Page # of

PCN	CLASS CODE	DESCRIPTION	Indicator Code	FTP	FY 2021 SALARY	FY 2021 HEALTH BENEFITS	FY 2021 VAR BENEFITS	FY 2021 TOTAL	FY 2022 CHG HEALTH BENEFITS	FY 2022 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES
		Totals from Wage and Salary Report (WSR):									
		Permanent Positions	1	15.00	1,094,163	174,750	229,295	1,498,209	19,200	8,593	27,793
		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		15.00	1,094,163	174,750	229,295	1,498,209	19,200	8,593	27,793
		FY 2021 ORIGINAL APPROPRIATION	1,850,400	8.65	1,351,374	215,829	283,197	1,850,400			
		Unadjusted Over or (Under) Funded:	Est Difference	(6.35)	257,211	41,079	53,902	352,191	Calculated overfunding is 19.0% of Original Appropriation		
		Adjustments to Wage & Salary:									
		Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:									
		Retire Cd / Adjustment Description / Position Title									
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
		Other Adjustments:									
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
		Estimated Salary Needs:									
		Permanent Positions	1	15.00	1,094,163	174,750	229,295	1,498,209	19,200	8,593	27,793
		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		15.00	1,094,163	174,750	229,295	1,498,209	19,200	8,593	27,793
		Adjusted Over or (Under) Funding:	Orig. Approp	(6.35)	257,200	41,100	53,900	352,200	Calculated overfunding is 19.0% of Original Appropriation		
			Est. Expend	(6.35)	257,200	41,100	53,900	352,200	Calculated overfunding is 19.0% of Estimated Expenditures		
			Base	(6.35)	257,200	41,100	53,900	352,200	Calculated overfunding is 33.2% 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 21 Salary	FY 21 Health Ben	FY 21 Var Ben	FY 2021 Total	FY 22 Chg Health Bens	FY 22 Chg Var Bens	Total Benefit Change
3.00		FY 2021 ORIGINAL APPROPRIATION	1,850,400	8.65	1,351,374	215,829	283,197	1,850,400			
		Rounded Appropriation		8.65	1,351,400	215,800	283,200	1,850,400			

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		Appropriation Adjustments:									
4.11		Reappropriation		0.00	0	0	0	0			
4.31		Supplemental		0.00	0	0	0	0			0
5.00		FY 2021 TOTAL APPROPRIATION		8.65	1,351,400	215,800	283,200	1,850,400			
		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 2021 ESTIMATED EXPENDITURES		8.65	1,351,400	215,800	283,200	1,850,400			
		Base Adjustments:									
8.31		Transfer Between Programs		0.00	0	0	0	0			0
8.41		Removal of One-Time Expenditures		0.00	(652,500)	0	(137,500)	(790,000)			0
8.51		Base Reduction		0.00	0	0	0	0			0
				FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 2022 Total			
9.00		FY 2022 BASE		8.65	698,900	215,800	145,700	1,060,400			
10.11		Change in Health Benefit Costs				19,200		19,200			
10.12		Change in Variable Benefits Costs					8,600	8,600			
								0			
		Subtotal CEC Base:	Indicator Code	8.65	698,900	235,000	154,300	1,088,200			
10.51		Annualization			0	0	0	0			
10.61		CEC for Permanent Positions	1.00%		7,000		1,500	8,500			
10.62		CEC for Group Positions	1.00%		0		0	0			
10.63		CEC for Elected Officials & Commissioners			0		0	0			
11.00		FY 2022 PROGRAM MAINTENANCE		8.65	705,900	235,000	155,800	1,096,700			
		Line Items:									
12.01								0			
12.02								0			
12.03								0			
13.00		FY 2022 TOTAL REQUEST		8.65	705,900	235,000	155,800	1,096,700			

FORM B6: WAGE & SALARY RECONCILIATION

Agency/Department: Office of the Governor
Function/Division: Information Technology Services, Office of
Activity/Program: Information Technology Services, Office of

Agency Number: 177
Function/Activity Number:
Budget Unit: TEAB
Fiscal Year: 2022

Original Request Date:
Revision Date: Revision #:

Fund Name: Administration and Accounting Services Fund Number: 0450-00
Budget Submission Page # of

PCN	CLASS CODE	DESCRIPTION	Indicator Code	FTP	FY 2021 SALARY	FY 2021 HEALTH BENEFITS	FY 2021 VAR BENEFITS	FY 2021 TOTAL	FY 2022 CHG HEALTH BENEFITS	FY 2022 CHG VAR BENEFITS	TOTAL BENEFIT CHANGES
		Totals from Wage and Salary Report (WSR):									
		Permanent Positions	1	91.00	6,149,603	1,060,150	1,296,029	8,505,782	116,480	51,657	168,137
		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		91.00	6,149,603	1,060,150	1,296,029	8,505,782	116,480	51,657	168,137
		FY 2021 ORIGINAL APPROPRIATION	11,171,600	126.35	8,076,965	1,392,414	1,702,220	11,171,600			
		Unadjusted Over or (Under) Funded:	Est Difference	35.35	1,927,362	332,264	406,192	2,665,818	Calculated overfunding is 23.9% of Original Appropriation		
		Adjustments to Wage & Salary:									
		Add Funded / Subtract Unfunded - Vacant or Authorized - Positions:									
		Retire Cd / Adjustment Description / Position Title									
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
		Other Adjustments:									
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
				0.00	0	0	0	0	0	0	0
		Estimated Salary Needs:									
		Permanent Positions	1	91.00	6,149,603	1,060,150	1,296,029	8,505,782	116,480	51,657	168,137
		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		91.00	6,149,603	1,060,150	1,296,029	8,505,782	116,480	51,657	168,137
		Adjusted Over or (Under) Funding:	Orig. Approp	35.35	1,927,400	332,300	406,200	2,665,900	Calculated overfunding is 23.9% of Original Appropriation		
			Est. Expend	35.35	1,927,400	332,300	406,200	2,665,900	Calculated overfunding is 23.9% of Estimated Expenditures		
			Base	35.35	1,927,400	332,300	406,200	2,665,900	Calculated overfunding is 23.9% of the Base		

Personnel Cost Reconciliation - Relation to Zero Variance --->

DU			Original Appropriation	FTP	FY 21 Salary	FY 21 Health Ben	FY 21 Var Ben	FY 2021 Total	FY 22 Chg Health Bens	FY 22 Chg Var Bens	Total Benefit Change
3.00		FY 2021 ORIGINAL APPROPRIATION	11,171,600	126.35	8,076,965	1,392,414	1,702,220	11,171,600			
		Rounded Appropriation		126.35	8,077,000	1,392,400	1,702,200	11,171,600			

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FORM B6: WAGE & SALARY RECONCILIATION

	Appropriation Adjustments:									
4.11	Reappropriation		0.00	0	0	0	0			
4.31	Supplemental		0.00	0	0	0	0			0
5.00	FY 2021 TOTAL APPROPRIATION		126.35	8,077,000	1,392,400	1,702,200	11,171,600			
	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 2021 ESTIMATED EXPENDITURES		126.35	8,077,000	1,392,400	1,702,200	11,171,600			
	Base Adjustments:									
8.31	Transfer Between Programs		0.00	0	0	0	0			0
8.41	Removal of One-Time Expenditures		0.00	0	0	0	0			0
8.51	Base Reduction		0.00	0	0	0	0			0
			FTP	FY 22 Salary	FY22 Health Ben	FY 22 Var Ben	FY 2022 Total			
9.00	FY 2022 BASE		126.35	8,077,000	1,392,400	1,702,200	11,171,600			
10.11	Change in Health Benefit Costs				116,500		116,500			
10.12	Change in Variable Benefits Costs					51,700	51,700			
							0			
	Subtotal CEC Base:	Indicator Code	126.35	8,077,000	1,508,900	1,753,900	11,339,800			
10.51	Annualization			0	0	0	0			
10.61	CEC for Permanent Positions	1.00%		80,800		17,700	98,500			
10.62	CEC for Group Positions	1.00%		0		0	0			
10.63	CEC for Elected Officials & Commissioners			0		0	0			
11.00	FY 2022 PROGRAM MAINTENANCE		126.35	8,157,800	1,508,900	1,771,600	11,438,300			
	Line Items:									
12.01	Health Benefits Cost shortfall				790,000		790,000			
12.02							0			
12.03							0			
13.00	FY 2022 TOTAL REQUEST		126.35	8,157,800	2,298,900	1,771,600	12,228,300			

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

AGENCY INFORMATION

AGENCY NAME:	Office of the Governor	Division/Bureau:	Information Technology Services
Prepared By:	Michelle Day	E-mail Address:	michelle.day@its.idaho.gov
Telephone Number:	208-605-4078	Fax Number:	208-605-4090
DFM Analyst:	Krissy Veseth	LSO/BPA Analyst:	Rob Sepich
Date Prepared:	8/1/2020	For Fiscal Year:	2022

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

Facility Name:	Len B Jordan Building Room 100				
City:	Boise	County:	Ada		
Street Address:	650 W. State Street			Zip Code:	837002
Facility Ownership (could be private or state-owned)	Private Lease: ☐	State Owned: ☑		Lease Expires:	

FUNCTION/USE OF FACILITY

Administrative Office space for the Office of Information Technology Services.

COMMENTS

WORK AREAS

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Number of Work Areas:	5	N/A	N/A			
Full-Time Equivalent Positions:	5	N/A	N/A			
Temp. Employees, Contractors, Auditors, etc.:	0	N/A	N/A			

SQUARE FEET

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	6,210	N/A	N/A			

FACILITY COST

(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:	$65,100.00	$0.00	$0.00			

SURPLUS PROPERTY

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
	☐	☐	☐	☐	☐	☐

IMPORTANT NOTES:

1. Upon completion, please send to Leasing Assistant at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov. Please e-mail or call 208-332-1933 with any questions.

2. 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.

3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.

AGENCY NOTES:

The Len B Jordan building no longer is used for office speae by ITS.

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

AGENCY INFORMATION

AGENCY NAME:	Office of the Governor	Division/Bureau:	Information Technology Services
Prepared By:	Michelle Day	E-mail Address:	michelle.day@its.idaho.gov
Telephone Number:	208-605-4078	Fax Number:	208-605-4090
DFM Analyst:	Krissy Veseth	LSO/BPA Analyst:	Rob Sepich
Date Prepared:	8/1/2020	For Fiscal Year:	2022

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

Facility Name:	Chinden Campus					
City:	Boise		County:	Ada		
Street Address:	11311 Chinden Blvd Building 8				83702	837002
Facility Ownership (could be private or state-owned)	Private Lease:	☐	State Owned:	☑	Lease Expires:	N/A

FUNCTION/USE OF FACILITY

Administrative Office space and Common Area for the Office of Information Technology Services cybersecurity operations center, network operations center, and IT help desk functions.

COMMENTS

WORK AREAS

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Number of Work Areas:	67	135	135			
Full-Time Equivalent Positions:	67	135	135			
Temp. Employees, Contractors, Auditors, etc.:	0	0	0			

SQUARE FEET

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	27,669	27,669	27,669			

FACILITY COST

(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:	$498,042.00	$498,042.00	$498,042.00			

SURPLUS PROPERTY

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
	☐	☐	☐	☐	☐	☐

IMPORTANT NOTES:

1. Upon completion, please send to Leasing Assistant at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov. Please e-mail or call 208-332-1933 with any questions.

2. 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.

3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.

AGENCY NOTES:

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

AGENCY INFORMATION

AGENCY NAME:	Office of the Governor	Division/Bureau:	Information Technology Services
Prepared By:	Michelle Day	E-mail Address:	michelle.day@its.idaho.gov
Telephone Number:	208-605-4078	Fax Number:	208-605-4090
DFM Analyst:	Krissy Veseth	LSO/BPA Analyst:	Rob Sepich
Date Prepared:	8/1/2020	For Fiscal Year:	2022

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

Facility Name:	Chinden Campus				
City:	Boise	County:	Ada		
Street Address:	11311 Chinden Blvd Building 2			83702	837002
Facility Ownership (could be private or state-owned)	Private Lease: ☐	State Owned: ☑		Lease Expires:	N/A

FUNCTION/USE OF FACILITY

Information Technology Services Common Area and Data Center space for consolidated server infrasture at the Chinden Campus (Blg 2)

COMMENTS

WORK AREAS

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Total Number of Work Areas:						
Full-Time Equivalent Positions:						
Temp. Employees, Contractors, Auditors, etc.:						

SQUARE FEET

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
Square Feet:	2,490	2,490	2,490			

FACILITY COST

(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:	$44,820.00	$44,820.00	$44,820.00			

SURPLUS PROPERTY

FISCAL YR:	ACTUAL 2020	ESTIMATE 2021	REQUEST 2022	REQUEST 2023	REQUEST 2024	REQUEST 2025
	☐	☐	☐	☐	☐	☐

IMPORTANT NOTES:

1. Upon completion, please send to Leasing Assistant at the Division of Public Works via email to Melissa.Broome@adm.idaho.gov. Please e-mail or call 208-332-1933 with any questions.

2. 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.

3. Attach a hardcopy of this submittal, as well as the Facility Information Summary Sheet, if applicable, with your budget request. DPW LEASING DOES NOT NEED A COPY OF YOUR BUDGET REQUEST, JUST THIS FORM.

AGENCY NOTES: